



# W E L C O M E T O SARA 5.0 Training

[Location] - [Date]

Training  
Schedule

The course is about to begin.



# If you have questions...



Fire at will.



# Introduction



- ATB
- SARA
  - Historical Perspective
  - ATB Perspective (SARA & Training Management)
  - Concept of Ops
- Week's Itinerary



# USMC SARA Team



LtCol Riley



LtCol Regan



Mr. Jud Whitlock



Capt Parker





# Boeing SARA Team



- Bill Hoffman
- Laurie Livengood
- Bob Greenfield
- Gerry Schatte



# Dark Ages



- T&R Standardization
- “List” Standardization
- MEU Environment
- Risk Model



# What took so long?







# ATB Perspective



- Jun '01: – Marine Air Board
- Aug '01: – Work Group
- Oct '01: – Marine Air Board
  - ATB Mission...
- Jun '02: – SUGAR
- Jul '02: – SARA 5.0 Contract Signed
- Jul '03: – Complete
- Oct '03 – Fielded



***Into this...***





# Vision



- Standardization
- Couple T&R Syllabi & Operating Rules with the Training Management System

**T&R**

**SARA**



# Concept of Ops



T&R

Standardization

Improved  
Risk Model

24 MEU

Usability

Functionality



# SARA 5.0 Upgrades



## Usability

- Launch Feature
- Auto Loader: T&R
- Standard Lists
- Add-a-Crew Wizard
- Custom Reports
- Naval Air Terminology
- Auto Data Check/Scan

## Functionality

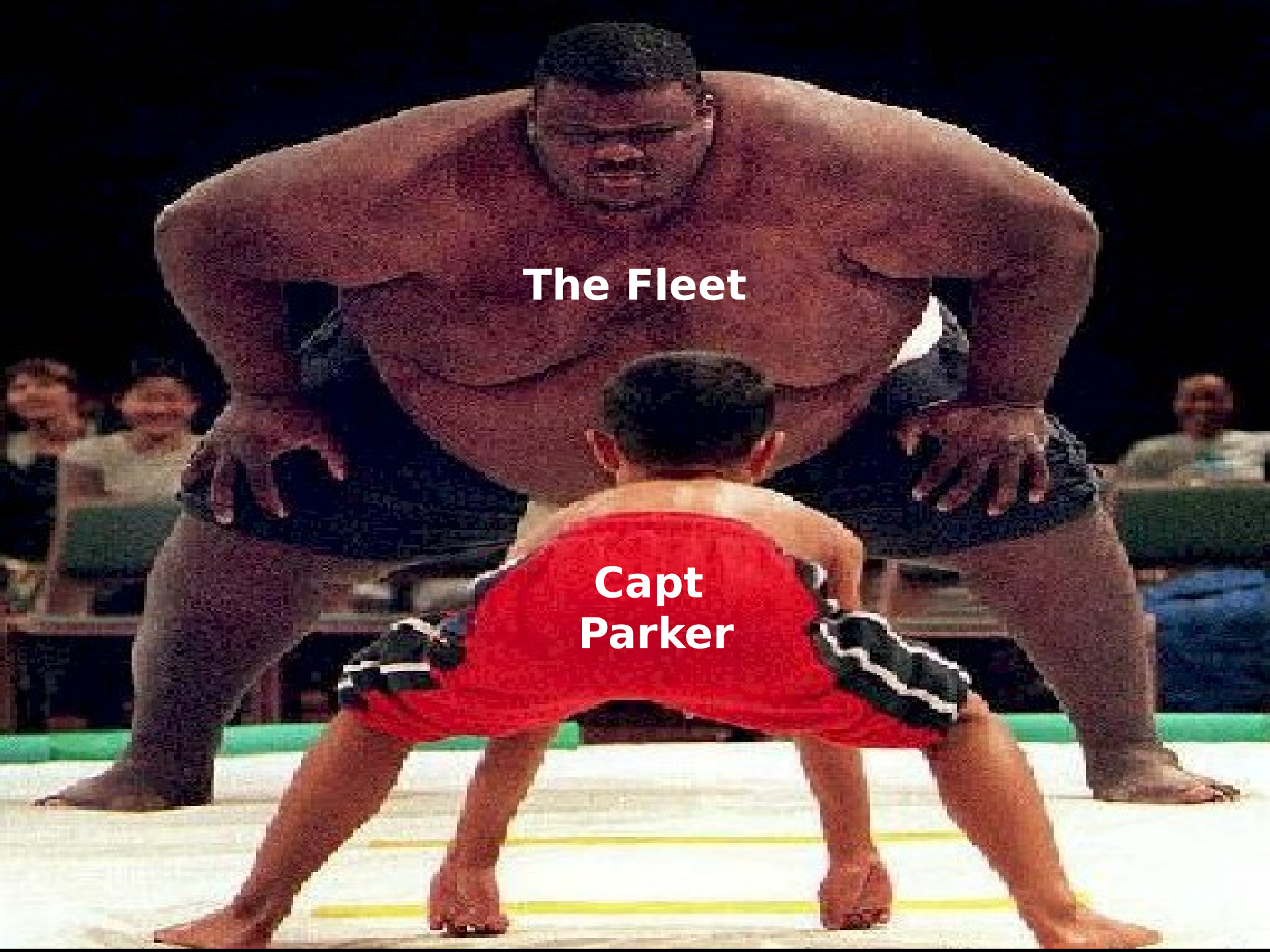
- Crew Transfer Module
- SLAP Incorporation
- NALCOMIS (Pax/Cargo)
- NALCOMIS (TMR Codes)
- NALCOMIS (Sortie Count)
- T&R Rules Enforcement
- Risk Model



# By The Way...



- Attitude vs Aptitude
- Who Cares About Training Management?
  - Your CO Does because...
  - Future SORTS Training Level Input based on...
    - Objective vs Subjective Reporting
    - Data Sent Automatically From Training Management System
    - CRP Goes Away; Core Skill Proficiency...



**The Fleet**

**Capt  
Parker**



# ROE



- Computers
  - Not needed this mo
  - SARA 4.0 not req'd
- Asking questions
- Taking breaks
- Chow







# Our Goal This Week



**To impart to you the tools  
and skills necessary to  
conduct effective training  
management in your  
squadron.**





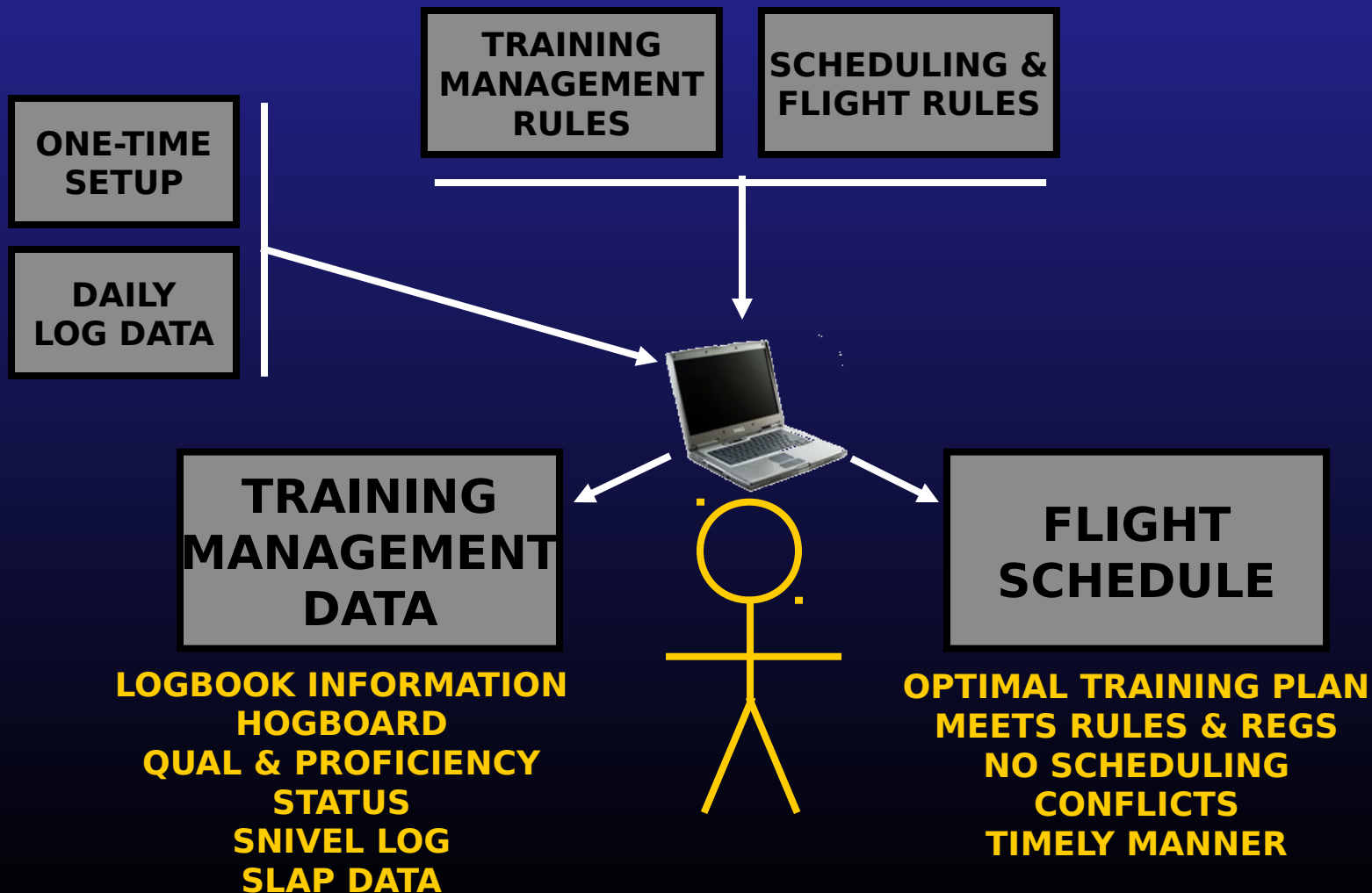
# Training Management



- Focus this week is on training mgmt
  - SARA comes after
- Training management ain't easy
  - Few people know all the rules
  - Manual training mgmt is almost impossible
- SARA—just a tool to help you do your job
- The future of automated training mgmt



# Training Management

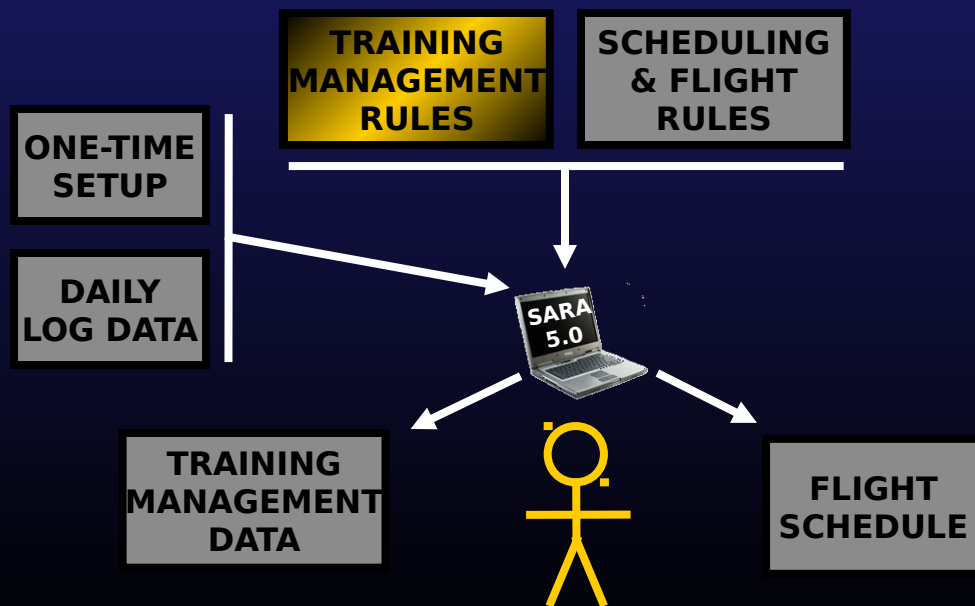




# Itinerary



Mon	Tue	Wed	Thu	Fri
TRAINING MANAGEMENT NT	PRAC AP	BASIC SARA OPS	PRAC AP	ADVANCED SARA OPS



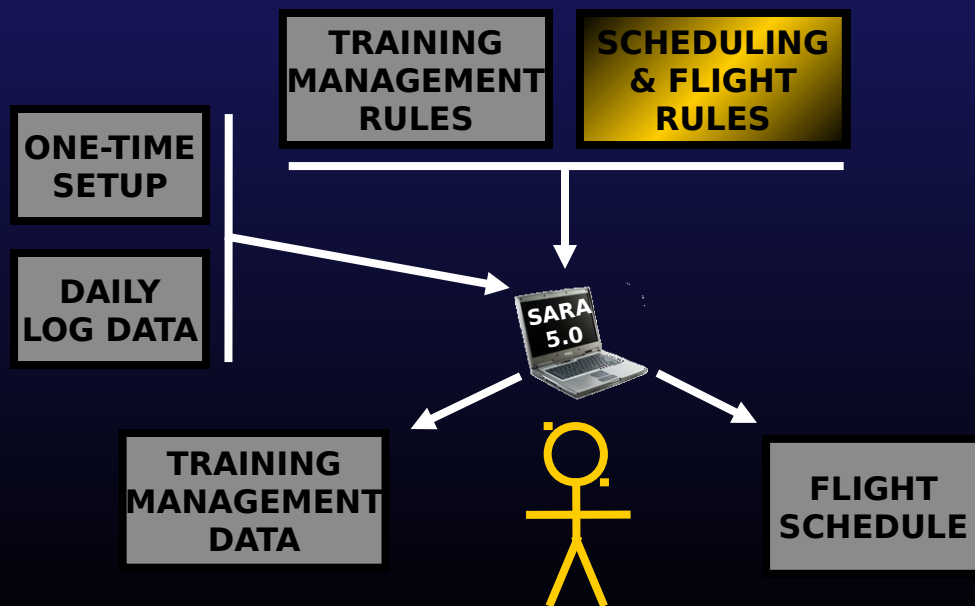
- Standardization
- Proficiency & Currency
- Updating
- Prerequisites
- Qual & Designations



# Itinerary



Mon	Tue	Wed	Thu	Fri
TRAINING MANAGEMENT NT	PRAC AP	BASIC SARA OPS	PRAC AP	ADVANCED SARA OPS



## Enforcement:

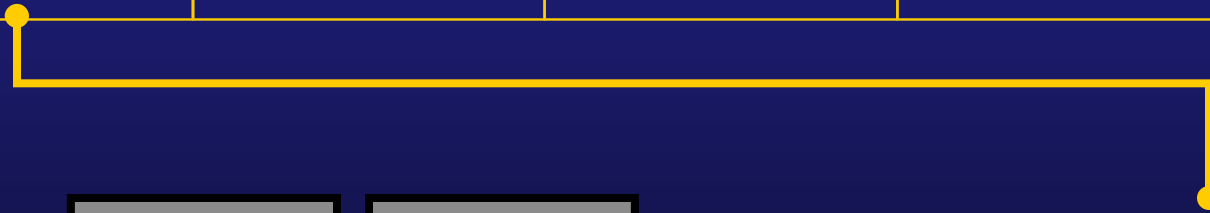
- Prerequisites
- Quals & Designations
- Proficiency
- Risk Model/Decision Trees



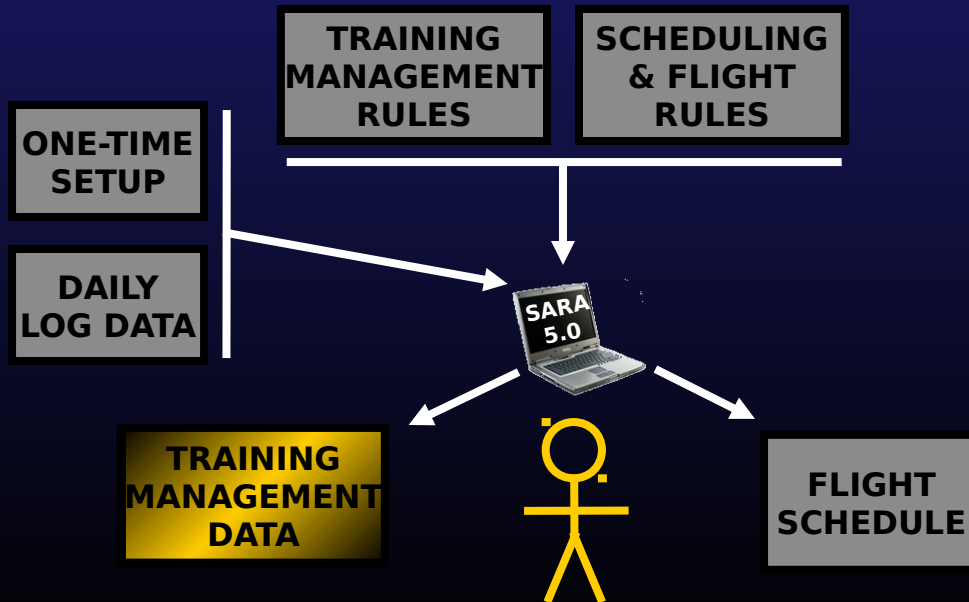
# Itinerary



Mon	Tue	Wed	Thu	Fri
TRAINING MANAGEMENT NT	PRAC AP	BASIC SARA OPS	PRAC AP	ADVANCED SARA OPS



- Various Reports

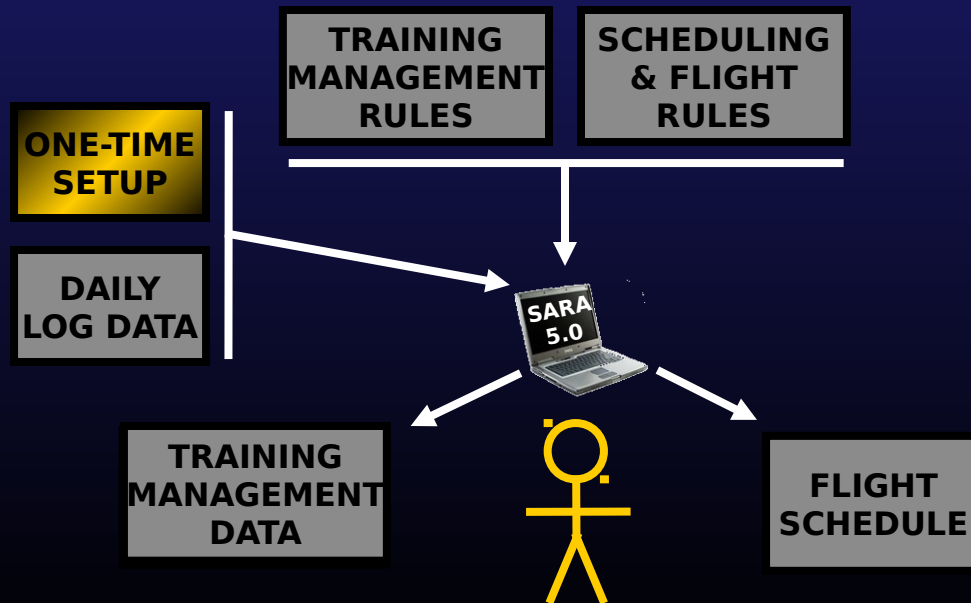




# Itinerary



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TRAINING MANAGEMENT NT	PRAC AP	BASIC SARA OPS	PRAC AP	ADVANCED SARA OPS



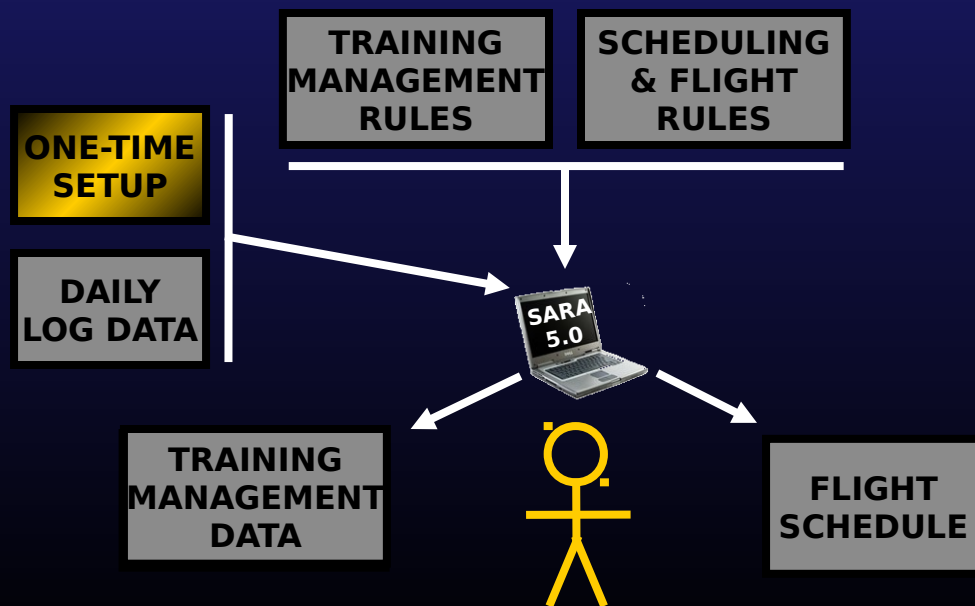
- SARA 5.0.1 Install
- Data Collection/Validation
  - Hours
  - Proficiency
  - Quals



# Itinerary



Mon	Tue	Wed	Thu	Fri
TRAINING MANAGEMENT	PRAC AP	BASIC SARA OPS	PRAC AP	ADVANCED SARA OPS



- Prac Ap
  - Collect/Validate Data
- Clean Up Installs
- Download T&R(s)
- Standardize Your Data
- Prac Ap
  - Enter Data for 1-2 aircraft

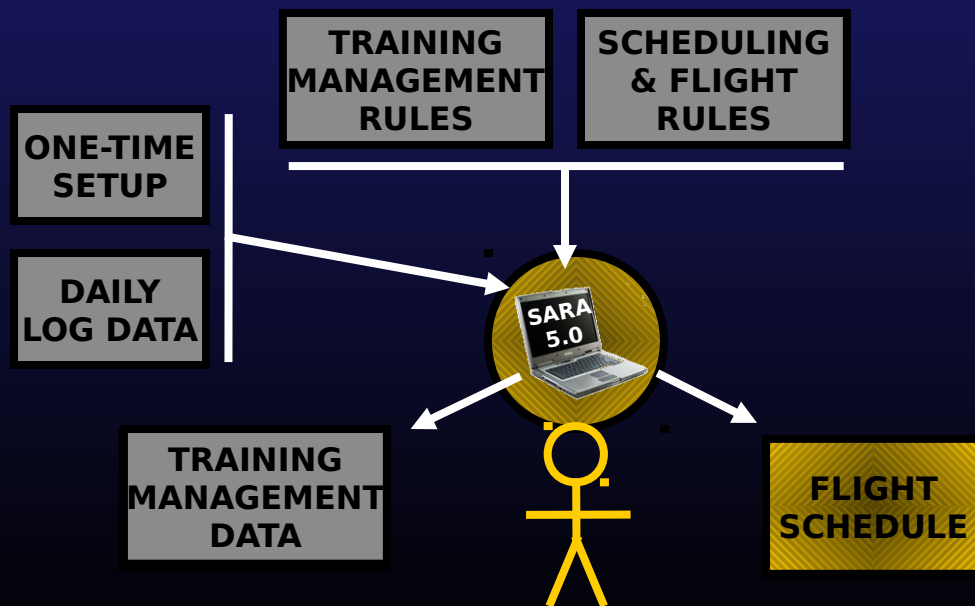




# Itinerary



Mon	Tue	Wed	Thu	Fri
TRAINING MANAGEMENT	PRAC AP	BASIC SARA OPS	PRAC AP	ADVANCED SARA OPS



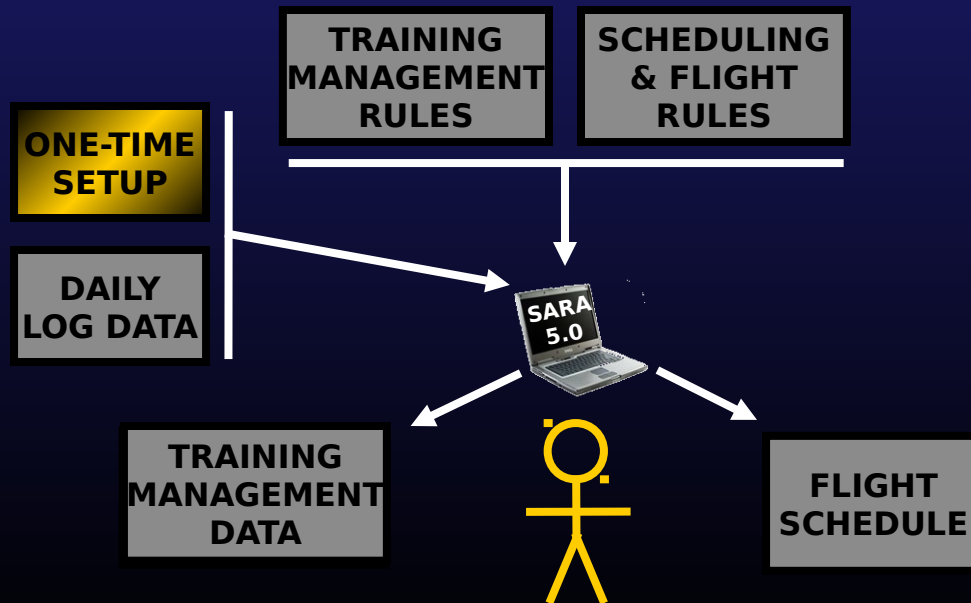
- Tour of SARA Admin
- A Day in the Life of SARA
  - Demo NALCOMIS Transfer
  - Snivel aircrew
  - Write schedule
  - Validate Error Log
- Class Review



# Itinerary



Mon	Tue	Wed	Thu	Fri
TRAINING MANAGEMENT NT	PRAC AP	BASIC SARA OPS	PRAC AP	ADVANCED SARA OPS



- Clean Up Your SARA Setup
- Clean Up Your SARA Data
  - Continue Collecting/Validating
  - Begin/Finish Entering Data

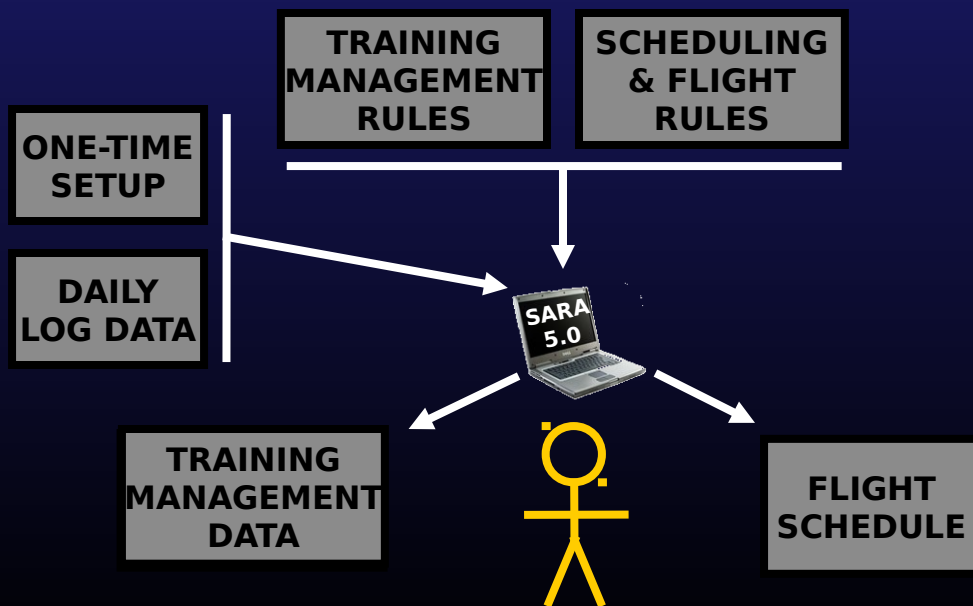
[Add SLAP to Schedules]



# Itinerary



Mon	Tue	Wed	Thu	Fri
TRAINING MANAGEMENT	PRAC AP	BASIC SARA OPS	PRAC AP	ADVANCED SARA OPS



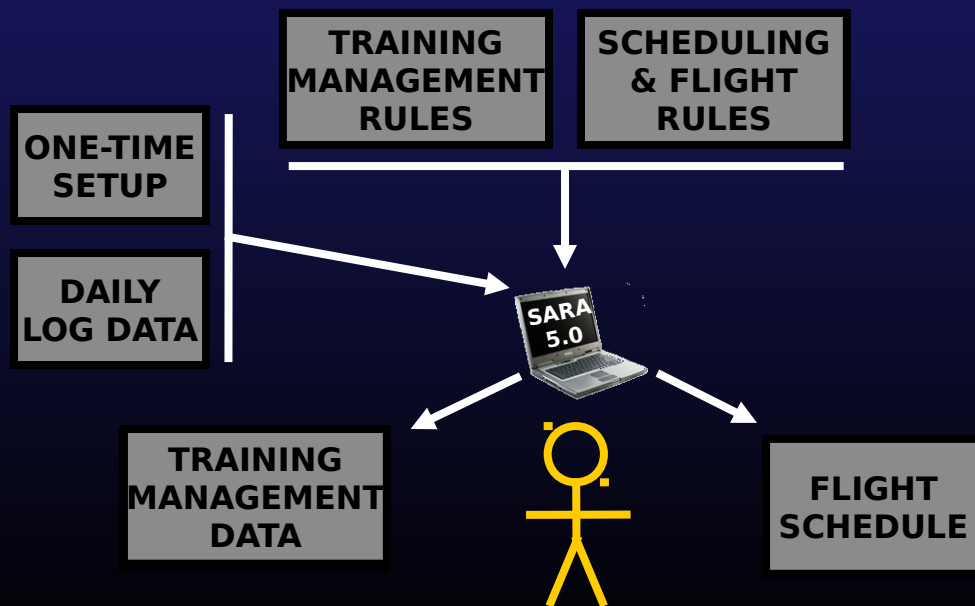
- Custom Decision Trees
- Going On Deployment
  - Data Transfer Demo
- Networking Your Db
- SARA Gouge



# Itinerary



Mon	Tue	Wed	Thu	Fri
TRAINING MANAGEMENT NT	PRAC AP	BASIC SARA OPS	PRAC AP	ADVANCED SARA OPS



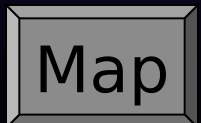
- Tech Support Options
- Course Critique
- Open Flight Schedules
- Optional Access Training
  - Time Permitting



# Lessons Learned So Far



- Naval Message
  - Who should come
  - How to prepare
  - What to bring
- Share the ~~Pain~~ Wealth
- Ops Chiefs/Clerks
  - Critical to SARA's success
  - Keepers of the daily data
  - Greatly helps sustainment
    - High officer turnover rate
  - This course is as much for you as it is for the schedule writer!





# Training Management



Standardization



# Standardized Terminology



- No more “SARA speak”
- Over 1,000 changes to buttons & labels
- Reduces confusion, time-to-train

Old SARA Term	New SARA Term
Activity/Mission/Msn/FTC	T&R Code
Currency	Proficiency
Event	Approach/Landing
All Form Captions	SARA Admin





# Standardized Data



- Automatic T&R Updates
  - Entire T&R downloaded from web
  - Reduces human error
  - No more manual entry
- Automatic T&R Conversion
  - Convert to new T&R within minutes





# Standardized Data



- Entire T&R



- ✓ Chaining
- ✓ Prerequisites
- ✓ Quals Required
- ✓ Event Descriptions
- ✓ CRP Values
- ✓ Refly Intervals

- Risk Model
  - More later

- Several Lists



- ✓ Qualifications
- ✓ Designations
- ✓ Approach Codes
- ✓ Landing Codes
- ✓ Time Types
- ✓ TMR Codes
- ✓ Aircraft Types
- ✓ Cargo Codes
- ✓ Ordnance Codes



# Standardized Data



- New Data Transfer designed specifically for assembling a MEU's SARA database
- Can be used for any data transfer
  - Squadron-To-Squadron (i.e. MAWTS)
  - Squadron Dets (i.e. Cax)

- Everything needed for scheduling & ORM



- ✓ Admin Info
- ✓ Flight Time
- ✓ Proficiency
- ✓ Qualifications
- ✓ Designations
- ✓ CRP
- ✓ Logged Data
- ✓ Entire T&R



# Standardized Data



- Extremely easy to use



Demo On  
Friday

[SARA Admin]

File Edit View

## USMC Data Export

**STEP 1: Destination Path and Filename:**

**STEP 2: Select Crew to Export:**

*NOTE: Items denoted in red are required*

ID Code	Crew Name	Home Unit
001781286	White, Matthew	HMM-266
004825140	Luke, JL	HMLA-167
006726850	Raymond, DG	HMLA-167
011700695	Day, EM	HMLA-167
028662790	Walsh, Joseph	HMM-266
029563037	Riley, Andrew	HMM-461
040846658	Alden, Stephen	HMM-461
051625897	Corchado, Orlando	HMM-266
072681688	Bloomer, NE	HMLA-167
115744884	Meyers, William	HMM-461
118749471	Cordaro, Matthew	HMM-266
133563098	Santariga, J.G.	HMM-266
136843145	Odonnell, John	HMM-266
140706978	Simon, Louis	HMM-266
142726848	Salay, Paul	HMM-266
149826449	Cox, JW	HMLA-167
152728911	McGahhey, Richard	HMM-266

To select crewmembers from the list, click on the name.

To select multiple crewmembers click on an entry in the list and hold the mouse button down while dragging up or down.

To select individual crewmembers that are not located next to each other in the list, hold the [CTRL] key down while clicking on the individuals.

You can also combine the above techniques to make selections.

☐ Check to Group List by Unit

Number of Crewmembers Selected to Export:

**STEP 3: Write Export File**



# Standardized Data

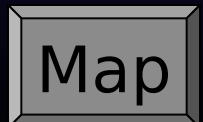


- NALCOMIS Interface is now OOMA-compatible
- Transfers more info
  - Sorties (from TOTFLT block)
  - TMR codes/hours
  - Pax/cargo info
- No more duplicate entries





# Take a Break





# Training Management



Proficiency & Currency

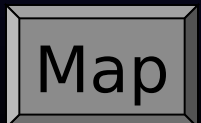




# Proficiency vs Currency



- What's the difference?
- Terms
  - Complete
  - Incomplete
  - Proficient
  - Delinquent
- Proficiency Status
  - Either Proficient or Delinquent
  - Tough to maintain





# Training Management



Updating



# 2 Types of Updating



## Chain-updating

- Can have night-and light level-optional conditions to them.
  - NITE, NS, HLL, LLL

## POI-specific updating

- Also affects proficiency status
  - Transition, Conversion, Refresher

SARA 5.0 handles all of these situations



# Chaining



## Pop Quiz #1 of 5

Per the T&R Program Manual, if a 260 chain updates a 233, the 233 will be updated:

- A. Always
- B. Only if the 233 is complete
- C. Only if the 233 is delinquent
- D. Only if the 233 is proficient



Chaining only happens for proficient codes!

# Chaining Sources / Updates

Source Syllabus

CH53E P

CH-53E Pilot

## T&R Codes from Selected Source Syllabus

Source T&amp;R Code \*\*

362

370

371

372

380

390

391

450

451

460

490

491

492

493

Select an  
T&R Code in  
the left  
window.

Observe all  
associated T&R  
Codes that will be  
updated in the  
right window.

## T&R Codes to Chain Update (May Exist in Any Syllabus)

Updated T&amp;R Code

Updated Syllabus

Condition

210

CH53E P

211

CH53E P

220

CH53E P

221

CH53E P

222

CH53E P

223

CH53E P

230

CH53E P

231

CH53E P

232

CH53E P

233

CH53E P

290

CH53E P

291

CH53E P

391

CH53E P

LLL

Record: 43

Record: 1 of 13

\*\* Note: Only T&R Codes with Chaining Rules are displayed

[Previous Menu](#)
[Map](#)



# Training Management



Prerequisites



# Prerequisites 101



- Prerequisites can be:
  - A T&R code prior to flying another code
  - A qual prior to flying an event/stage
- Event prerequisites can also be night- or light level-optional
  - NITE, DAY, HLL, LLL

SARA 5.0 handles all of these situations

# T&R Code Prerequisites

Syllabus ID: CH53E P CH-53E Pilot

Source T&R Code **	
	450
	451
▶	460
	490
	491
	492
	493
	520
	521
	570
	571
	572
	601

Record: 47 of 60

Select a T&R  
Code in the  
left window.

Observe all  
associated  
prerequisite  
T&R Codes  
in the right  
window.

Prerequisite		
T&R Code	Syllabus ID	Condition
▶ 220	CH53E P	DAY
222	CH53E P	HLL
320	CH53E P	LLL

Record: 1 of 3

\*\* Note: Only T&R Codes with Prerequisites are displayed

[Previous Menu](#)[Map](#)





# Training Management



Quals & Designations



# Quals vs Designations



- What's the difference?
  - Qualification
  - Designation
- Terms
  - Certified
  - Qualified
  - Designated
  - Qual Events





# Qualifications



## *Pop Quiz #2 of* *5*

Per the T&R Program Manual, if a qual has 4 qual events, you will lose that qual when you:

- A. Go delinquent in any 1 T&R code
- B. Go delinquent in half (2) of the codes
- C. Go delinquent in all 4 T&R codes
- D. Never





# Qual Status



Qualifications & Designations Status Display										
Mon, 26 Jun 2004	Refresh	FLIGHT PHYSICAL	ADMIN UP-CHT	CRM FAC	CRM Q	EMERGENCY EGRESS	FCP	H2P	INST G	NASTP
Syllabus:	CH45E P	N	N	D	N	N	D	D	G	N
Ref Date:	26 JAN 2004									
Group:										
Name:	Crew ID									
Mesdu,Roger Mij	4122	31 AUG 2003	01 AUG 2003		30 SEP 2002	30 SEP 2002			31 MAR 2003	30 JUN 2000
Myers,Jason 1stLt	9342	31 DEC 2002	01 AUG 2003		06 JAN 2003	18 NOV 2002		07 AUG 2002	10 JAN 2003	13 DEC 2000
O'Connor,Kyle Capt	7167	31 MAR 2003	01 AUG 2003	04 MAR 2002	06 JAN 2003	18 NOV 2002	08 AUG 2003	01 MAY 2000	25 OCT 2002	06 NOV 2001
Orr,Jeremy Capt	5693	30 NOV 2002	01 AUG 2003	04 MAR 2002	06 JAN 2003	18 NOV 2002		24 FEB 1999	24 OCT 2002	20 JUN 2000
Payne,Scott Mij	9343	28 FEB 2003	01 AUG 2003	04 MAR 2002	06 JAN 2003	18 NOV 2002	23 DEC 2002	01 FEB 2002	12 JUN 2003	06 NOV 2001
Powers,Joel 1stCol	1093	31 OCT 2002	01 AUG 2003	26 JUL 2002	06 JAN 2003	18 NOV 2002	13 JUN 1991	30 AUG 2002	19 AUG 2003	25 JUN 2002
Randazzo,Robert Capt	7757	01 AUG 2003	01 AUG 2003	04 MAR 2002	06 JAN 2003	18 NOV 2002	13 MAR 2003	17 JUL 2000	06 JAN 2003	15 JUL 2002
Saatharis,J.G. Capt	3039	31 MAY 2003	21 AUG 2003		31 MAR 2002	31 MAY 2003		01 AUG 2003	31 DEC 2002	31 MAR 2000
Schmartz,Joseph 1stLt	1129	31 MAY 2003	01 AUG 2003		06 JAN 2003	30 AUG 2003		24 OCT 2002	05 APR 2003	27 MAR 2001
Schwartz,Douglas Mij	2850	30 NOV 2002	01 AUG 2003		06 JAN 2003	18 NOV 2002	15 MAY 2002	21 SEP 2001	16 AUG 2002	23 FEB 2003
Stebell,Daniel Mij	9546	31 MAY 2004	01 AUG 2003	04 MAR 2002	06 JAN 2003	18 NOV 2002	25 MAR 2002	19 DEC 2001	23 MAY 2002	12 SEP 2001
Simon,Louis Capt	6978	31 OCT 2002	01 AUG 2003		06 JAN 2003	18 NOV 2002	26 APR 2002	21 JUN 2000	19 NOV 2002	15 APR 2002
Walt,Daniel 1stLt	7003	31 JUL 2003	01 AUG 2003		06 JAN 2003	18 NOV 2002		24 SEP 2002	23 FEB 2003	23 MAR 2001
Werner,Hugh 1stLt	8870	30 JUN 2003	01 AUG 2003		06 JAN 2003	30 AUG 2003		24 OCT 2002	22 APR 2003	27 MAR 2001

- What must first be accurate before your Qual Status is accurate?



# Quals & Designations 101



- Quals that are “lost” through delinquency of qual events may be regained by flying all R-coded qual events
- Designations do not rely on event proficiency and cannot be “lost” automatically
- Quals and designations can be revoked manually if needed

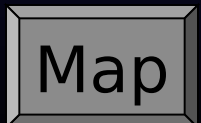
SARA 5.0 handles all of these situations



# RQD Codes



- Codes that represent possession of a qual
- Example:
  - LAT Qual RQD Code = 630
  - LAT Qual Events = 210, 211, 213, 214
- Convenient, but technically inadequate
  - When are they logged?
  - When do they expire?
  - Are they updated by chaining?
- Why are they in the T&Rs?
- SARA does not use them





# Scheduling Rules



## Prerequisite Enforcement



# Prerequisites



## Pop Quiz #3 of 5

Per the T&R Program Manual, if you're scheduled for a 311, and a 310 is the prerequisite for a 311, you must be:

- A. Current in a 310
- B. Complete in a 310
- C. Proficient in a 310
- D. Prepared for a 310

Even if you did the 310 five years ago, you're still good!

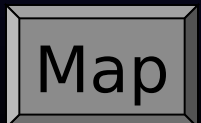




# Prerequisite Enforcement



- SARA enforces proficiency of prerequisites, not just completion.
  - COs & OPSOs generally like this
  - No big deal if proficiency status is good
  - Initially causes several error messages
    - Helps plug holes in proficiency status





# Scheduling Rules



Qual/Designation  
Enforcement





# Quals/Designations



## Pop Quiz #4 of

- Assuming a 2-seat<sup>5</sup> aircraft, which qual mix is authorized on a HLL night?  
**Both are authorized!**

### Option 1

2 HLL-Qualified  
Guys

**“Least Restrictive”**

### Option 2

1 Boot (no quals) &  
1 NSI

**“Most Restrictive”**



This side generally has the instructor designation appropriate for the X



# A Lot of Work



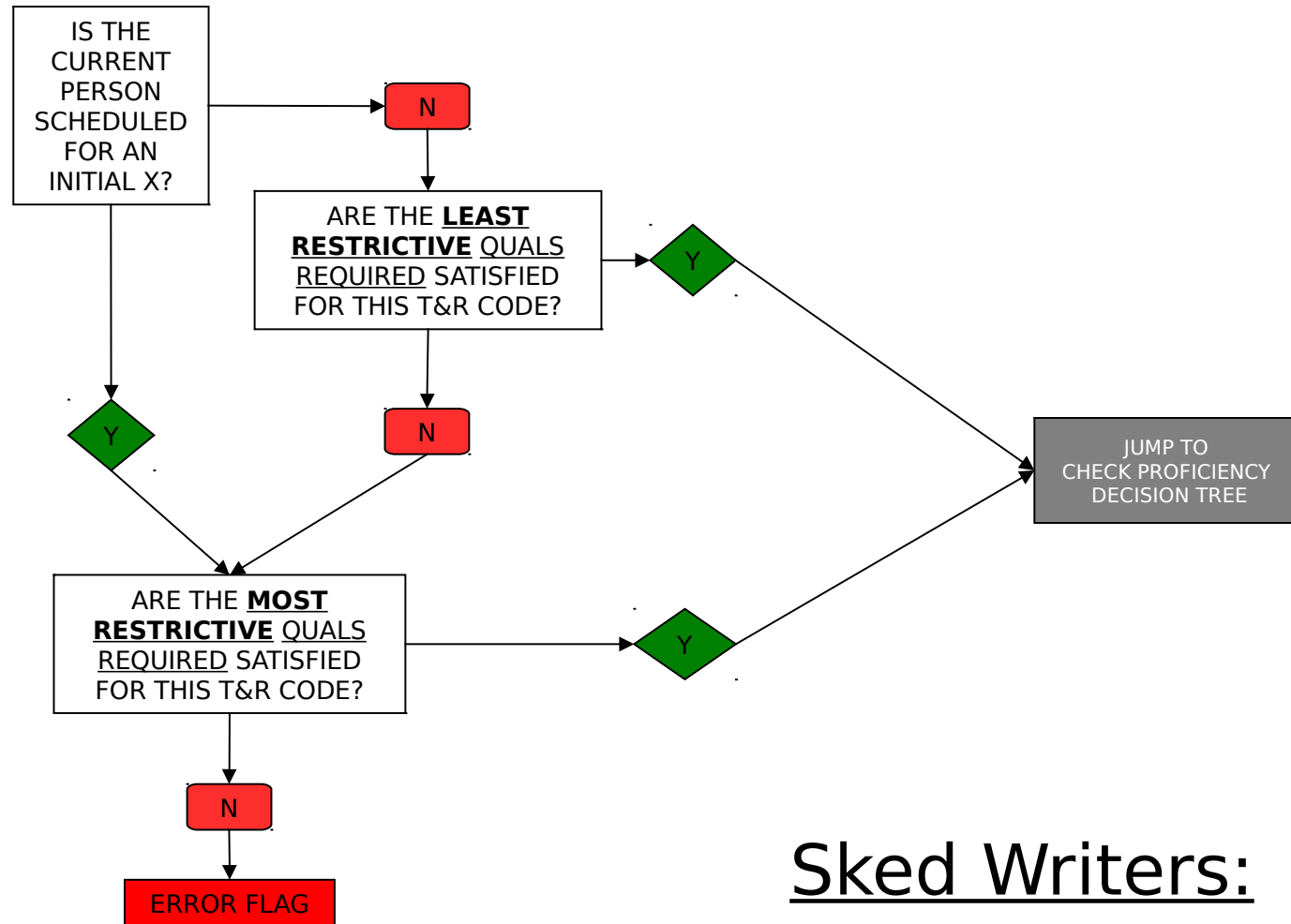
- Over 4000 T&R codes in USMC aviation across 48 syllabi
- We have identified a set of Least Restrictive and Most Restrictive Quals for each one

How does SARA know which one to enforce?

## 50 T&R Syllabi / 22 T/M/S

RW/TR (16/6)	FW (14/9)	OSA (20/7)
AH-1W P	AV-8B P	C-20 P
CH-46E P	EA-6B P	C-20 CC
CH-46E CC	EA-6B ECMO	C-20 LM
CH-46E AO/G	FA-18A/C P	C-9 P
CH-53D P	FA-18D P	C-9 CC
CH-53D CC	FA-18D WSO	C-9 LM
CH-53D AO/G	KC-130F/R/T P	C-9 FA
CH-53E P	KC-130F/R/T FE	F-5 P
CH-53E CC	KC-130F/R/T	HH-1N P
CH-53E AO/G	TSO	HH-1N CC
MV-22 P	KC-130F/R/T LM	HH-1N IFMT
MV-22 CC	KC-130F/R/T FM	HH-46D P
MV-22 AO/G	KC-130J P	HH-46D CC
UH-1N P	KC-130J CC	HH-46D MT
UH-1N CC	KC-130J LM	HH-46D RS
UH-1N AO/G		UC-12 P
		UC-12 QO
		UC-12 TA
		UC-35 P
		UC-35 TA

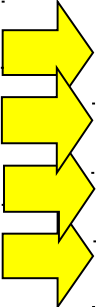
# QUAL/DESIGNATION ENFORCEMENT LOGIC



Sked Writers:  
Isn't this how you think?

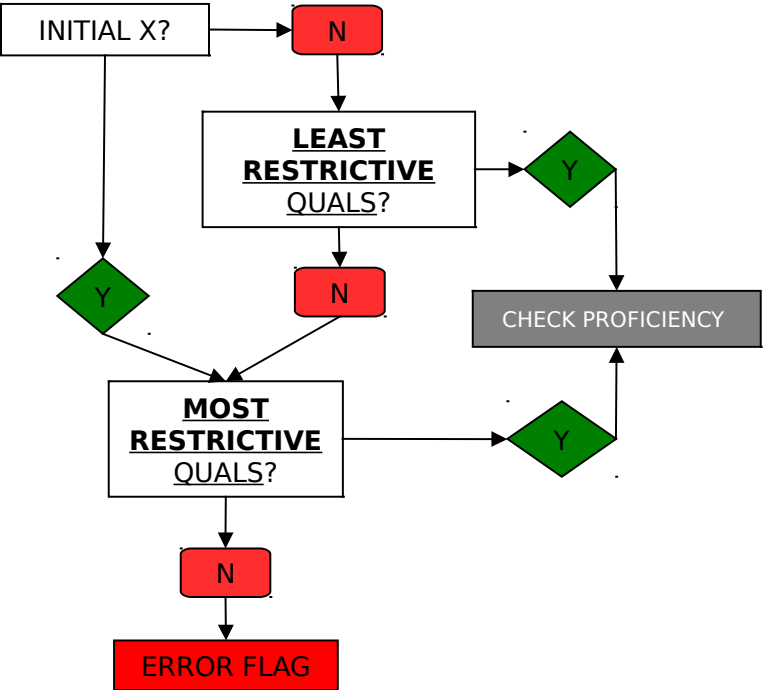
Flight Schedule				
Name	Crew Pos	Syllabus	T&R Code	Initial X?
Anderson	PIC	CH53E P	230	
Baker	CP	CH53E P	230	Y
Curtis	CC	CH53E CC	230	
Davis	AO	CH53E AO/G	230	Y

Old Column,  
New Function!



Flight Schedule				
Name	Crew Pos	Syllabus	T&R Code	Initial X?
	Pos			
Anderson	PIC	CH53E P	230	
Baker	CP	CH53E P	230	Y
Curtis	CC	CH53E CC	230	
Davis	AO	CH53E AO/G	230	Y

**QUAL/DESIGNATION ENFORCEMENT LOGIC**



**Least Restrictive Quals Required**

Syllabus	Code	Qual/Design	Locn
CH53E P	230	HAC TERF Q CC AOUI	PIC PERSON CC AOG
CH53E CC	230	TERF Q	PERSON
CH53E AO/G	230	TERF Q	PERSON

Continue

**Most Restrictive Quals Required**

Syllabus	Code	Qual/Design	Locn
CH53E P	230	HAC TERF I CC AOUI	PIC ACFT NIP CC AOG
CH53E CC	230	TERFI	ACFT NIP
CH53E AO/G	230	TERFI	CC



# Qual Enforcement



- Notice that instructors still need to be qualified
  - A TERF I still needs to be TERF Q
- Cross-syllabi training
- Difference between a crew position & a designation





# Quals/Designations



## Pop Quiz #4 of

- Which qual mix is authorized for a DEFTAC flight?

**Both are authorized!**

### Option 1

4 DEFTAC-Qualified  
guys

**“Least Restrictive”**

### Option 2

3 new guys (no  
quals) & 1 DEFTACI  
in front

**“Most Restrictive”**



This side generally has the instructor  
designation appropriate for the X



# A Lot of Work



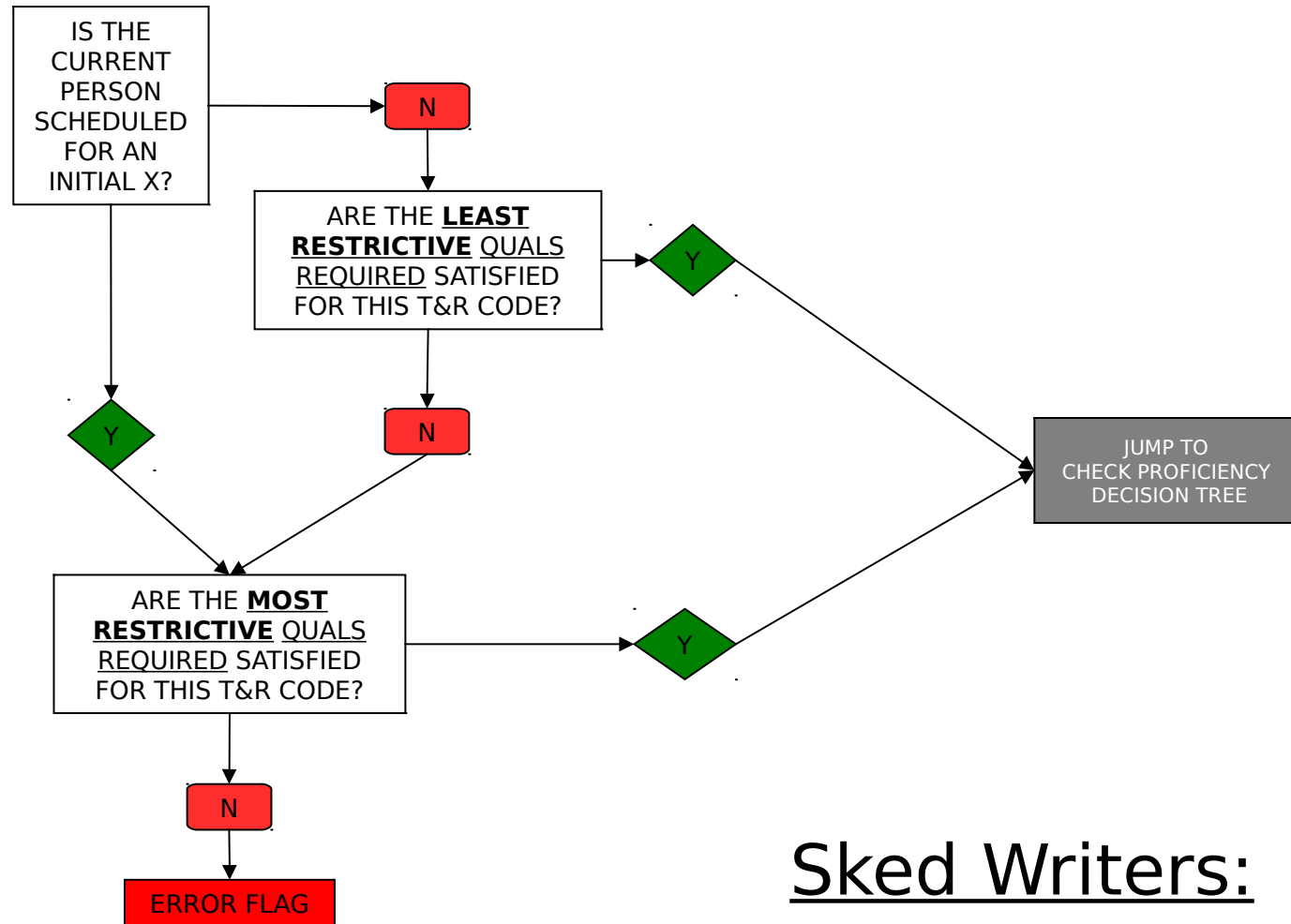
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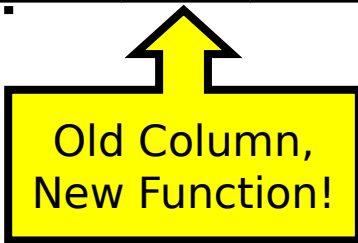
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AH-1W P	AV-8B P	C-20 P
CH-46E P	EA-6B P	C-20 CC
CH-46E CC	EA-6B ECMO	C-20 LM
CH-46E AO/G	FA-18A/C P	C-9 P
CH-53D P	FA-18D P	C-9 CC
CH-53D CC	FA-18D WSO	C-9 LM
CH-53D AO/G	KC-130F/R/T P	C-9 FA
CH-53E P	KC-130F/R/T FE	F-5 P
CH-53E CC	KC-130F/R/T	HH-1N P
CH-53E AO/G	TSO	HH-1N CC
MV-22 P	KC-130F/R/T LM	HH-1N IFMT
MV-22 CC	KC-130F/R/T FM	HH-46D P
MV-22 AO/G	KC-130J P	HH-46D CC
UH-1N P	KC-130J CC	HH-46D MT
UH-1N CC	KC-130J LM	HH-46D RS
UH-1N AO/G		UC-12 P
		UC-12 QO
		UC-12 TA
		UC-35 P
		UC-35 TA

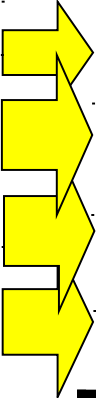
# QUAL/DESIGNATION ENFORCEMENT LOGIC



Sked Writers:  
Isn't this how you think?

Flight Schedule				
Name	Crew Pos	Syllabus	T&R Code	Initial X?
Anderson	PIC	EA6B P	322	
Baker	ECM O1	EA6B ECMO	322	Y
Curtis	ECM O2	EA6B ECMO	322	
Davis	ECM O3	EA6B ECMO	322	Y

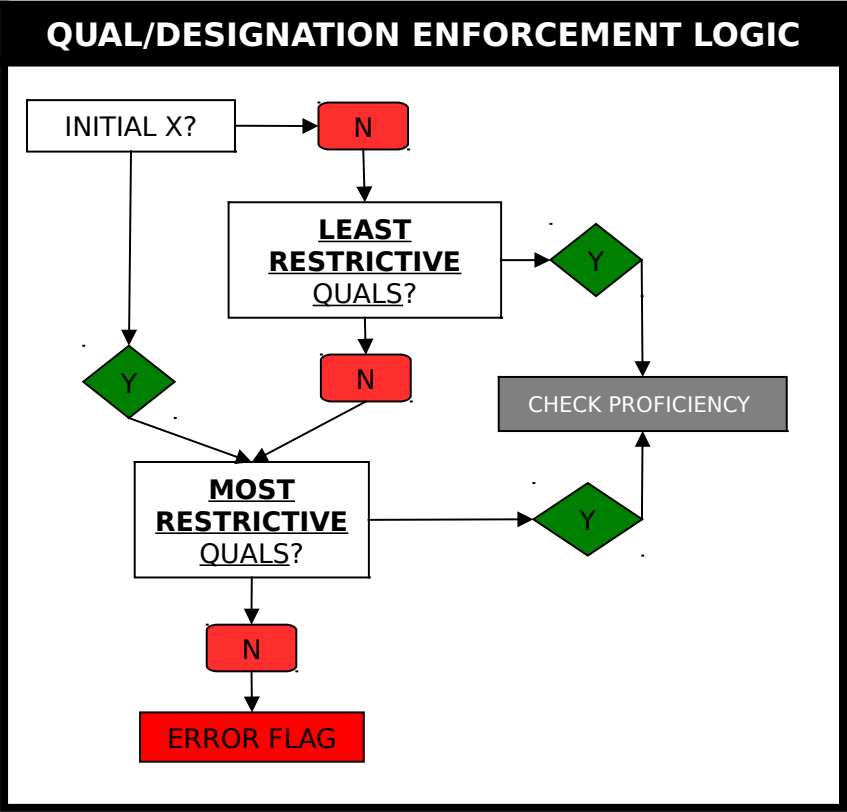

 Old Column,  
New Function!



Flight Schedule				
Name	Crew Pos	Syllabus	T&R Code	Initial X?
Anderson	PIC	EA6B P	322	
Baker	ECM O1	EA6B ECMO	322	Y
Curtis	ECM O2	EA6B ECMO	322	
Davis	ECM O3	EA6B ECMO	322	Y

Least Restrictive Quals Required			
Syllabus	Code	Qual/Desig	Locn
EA6B P	322	DEFTAC Q	PERSON
EA6B ECMO	322	DEFTAC Q	PERSON

Most Restrictive Quals Required			
Syllabus	Code	Qual/Desig	Locn
EA6B P	322	DEFTAC I	ECMO 1
EA6B ECMO	322	DEFTAC I	PIC





# Qual Enforcement



- Notice that instructors still need to be qualified
  - A LAT I still needs to be LAT Q
- Cross-syllabi training
- Difference between a crew position & a designation

# T&R - Qualification Requirements

Syllabus ID: AV8B P AV8B Pilot

Source T&R Code
224
225
226
229
236
237
238
239
240
241
242
264
265
266
267

Record: 136 of 136

Select a  
T&R Code  
in the left  
window.

Observe all  
associated  
Qualification  
Requirements  
in the right  
windows.

Least Restrictive		
Qual Required	Type	Required In
SEC LDR	Designation	SEC
ACM Q	Qualification	PERSON
Record: 1 of 2		

Most Restrictive		
Qual Required	Type	Required In
ACT I	Designation	SEC NIP
Record: 1 of 1		

[Previous Menu](#)[Map](#)



# Scheduling Rules



Proficiency Enforcement





# Proficiency



## *Pop Quiz #5 of* *5*

As a general rule, if you're scheduled for a code that you are delinquent in, you must be supervised by a person who:

- A. Is proficient in that code
- B. Is an instructor for that code
- C. Is complete in that code
- D. Has prayed for that code

There are exceptions to this rule!



# Proficiency 101



- Someone delinquent in a scheduled event does not necessarily need an instructor
  - Only needs a proficient person to be legal
  - Exception: TERF, LAT, VLAT, VNS events

SARA 5.0 handles all of these situations, and  
more

- Chained proficiency
  - Proficiency of codes that will be chained are checked at schedule time
  - Not found in any pubs; considered a “nice-to-have”





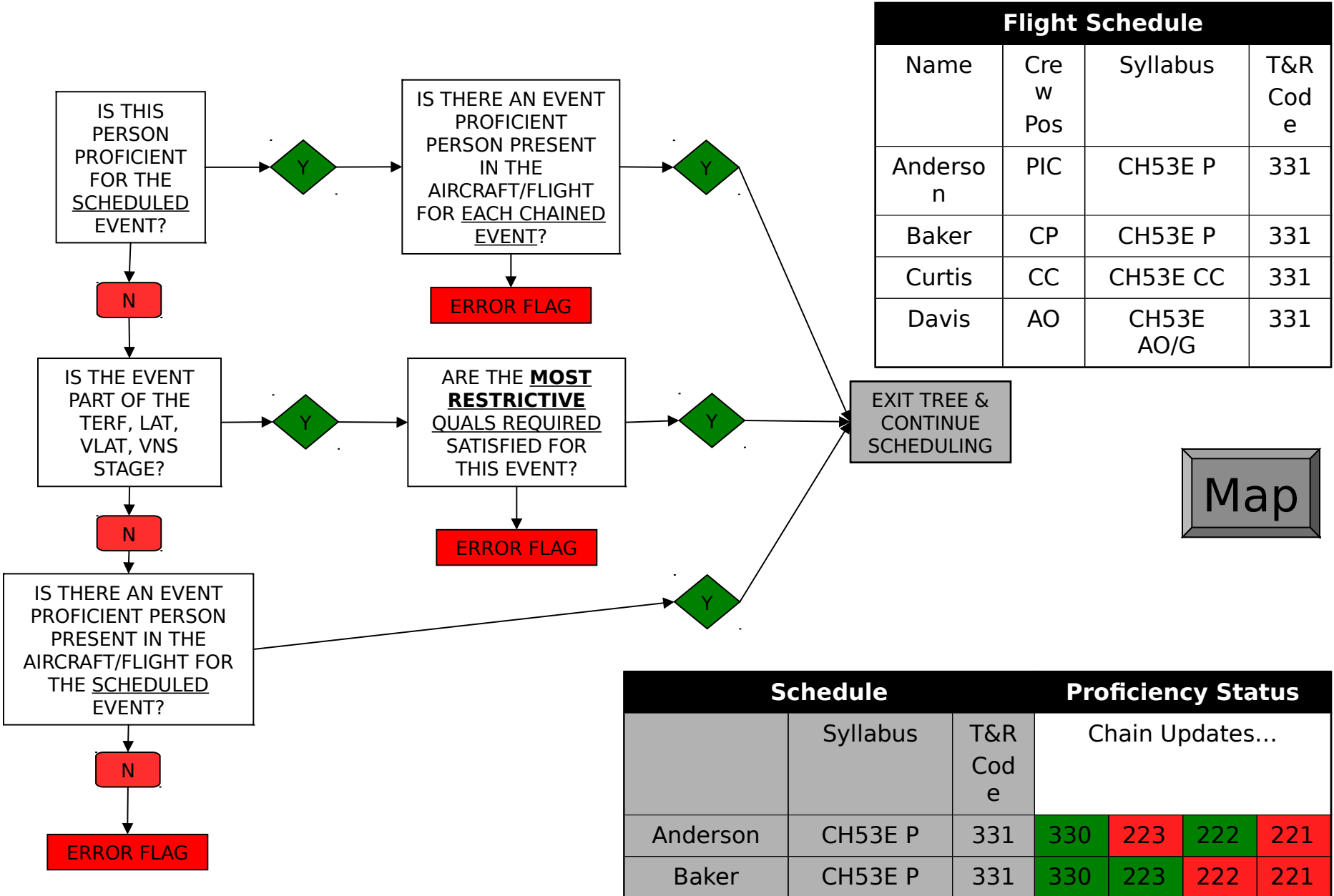
# Proficiency Enforcement



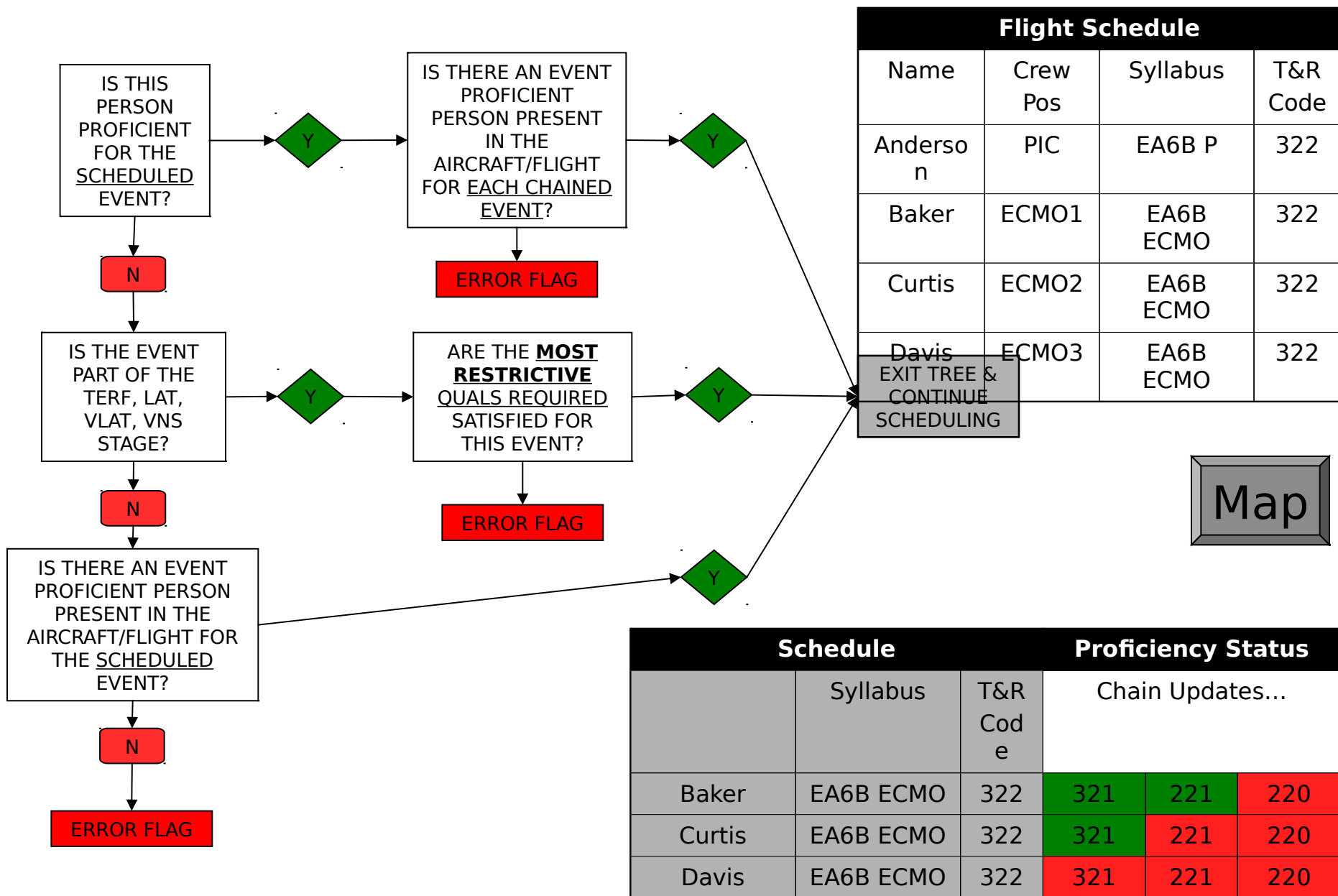
RW

FW

# PROFICIENCY ENFORCEMENT LOGIC



# PROFICIENCY ENFORCEMENT LOGIC





# Scheduling Rules




Risk Model & Decision Trees



# Improved Risk Model



- Now enforces objective, yes/no criteria
  - No more points/thresholds/equations
- 24 decision trees built by ATB from:
- Uses SLAP data
- Ability to add decision trees
  - Wing, Group, Squadron SOPs
  - Tactical SOPs
  - Local restrictions

- 
- ✓ Admin Manual
  - ✓ OPNAV 3710
  - ✓ T/M/S NATOPS
  - ✓ T/M/S T&Rs



# A Lot of Work



## 24 Decision Trees With 30 Subtrees

AV-8B LAT Tree	FA-18 LAT Tree	NATOPS Check Tree
AV-8B LAT Tree (2)	FA-18 LAT Tree (2)	NATOPS Check Tree (2)
AV-8B LAT Tree (3)	FA-18 LAT Tree (3)	NATOPS Check Tree (3)
AV-8B LAT Tree (4)	FA-18D NS Tree	NATOPS Single Seat Tree
AV-8B LAT Tree (5)	FA-18D NS Tree (2)	NATOPS Single Seat Tree (2)
AV-8B FRS NS Tree	FA-18D NS Tree (3)	NATOPS Single Seat Tree (3)
AV-8B FRS LAT Tree	FA-18D NS Tree (4)	OPNAVINST 3710.7S Tree
AV-8B FRS SOLO Tree	FA-18D NS Tree (5)	TACAIR NS Tree
EA-6B NS Tree	FA-18D ACM Tree	TACAIR NS Tree (2)
EA-6B NS Tree (2)	FA-18D ACM Tree (2)	TACAIR NS Tree (3)
EA-6B NS Tree (3)	FA-18D ACM Tree (3)	TACAIR ACM Tree
EA-6B NS Tree (4)	KC-130FRT CREWMAN NS Tree	RW_MV Night Decision Tree
EA-6B NS Tree (5)	KC-130FRT PILOT NS Tree	RW_MV Night Decision Tree (2)
EA-6B NS OPT Tree	KC-130FRT PILOT NS Tree (2)	RW_MV Night Decision Tree (3)
EA-6B Night Section Tree	KC-130FRT LAT Tree	RW_MV Night Decision Tree (4)
EA-6B DEFTAC Tree	KC-130FRT LAT Tree (2)	RW_MV Night Decision Tree (5)
EA-6B DEFTAC Tree (2)	KC-130FRT Currency Tree	
EA-6B DEFTAC Tree (3)	KC-130J LAT Tree	
FAC Tree	KC-130J Pilot NS Tree	





# Risk Model Example

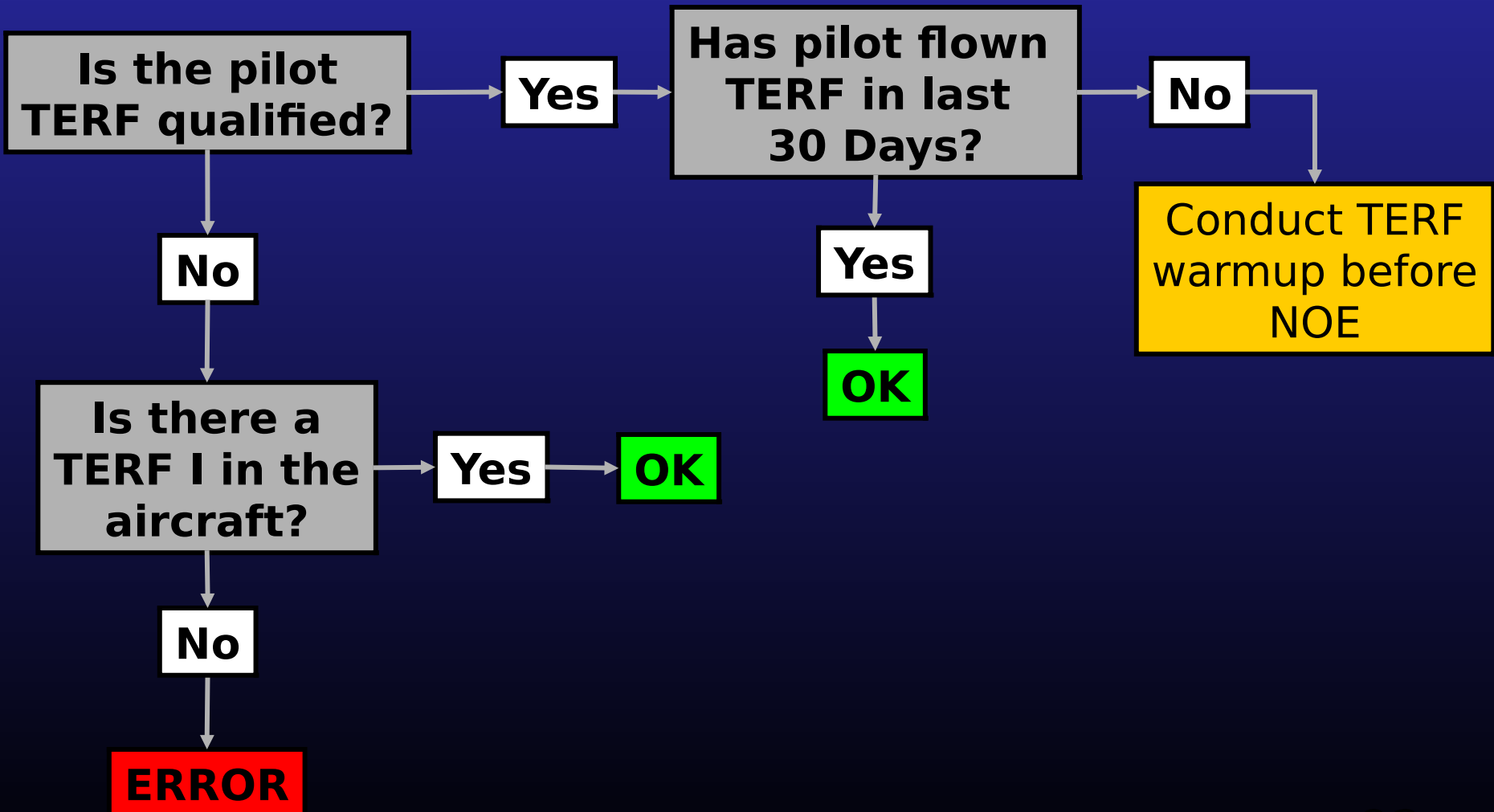


RW

FW



# Simple TERF Example

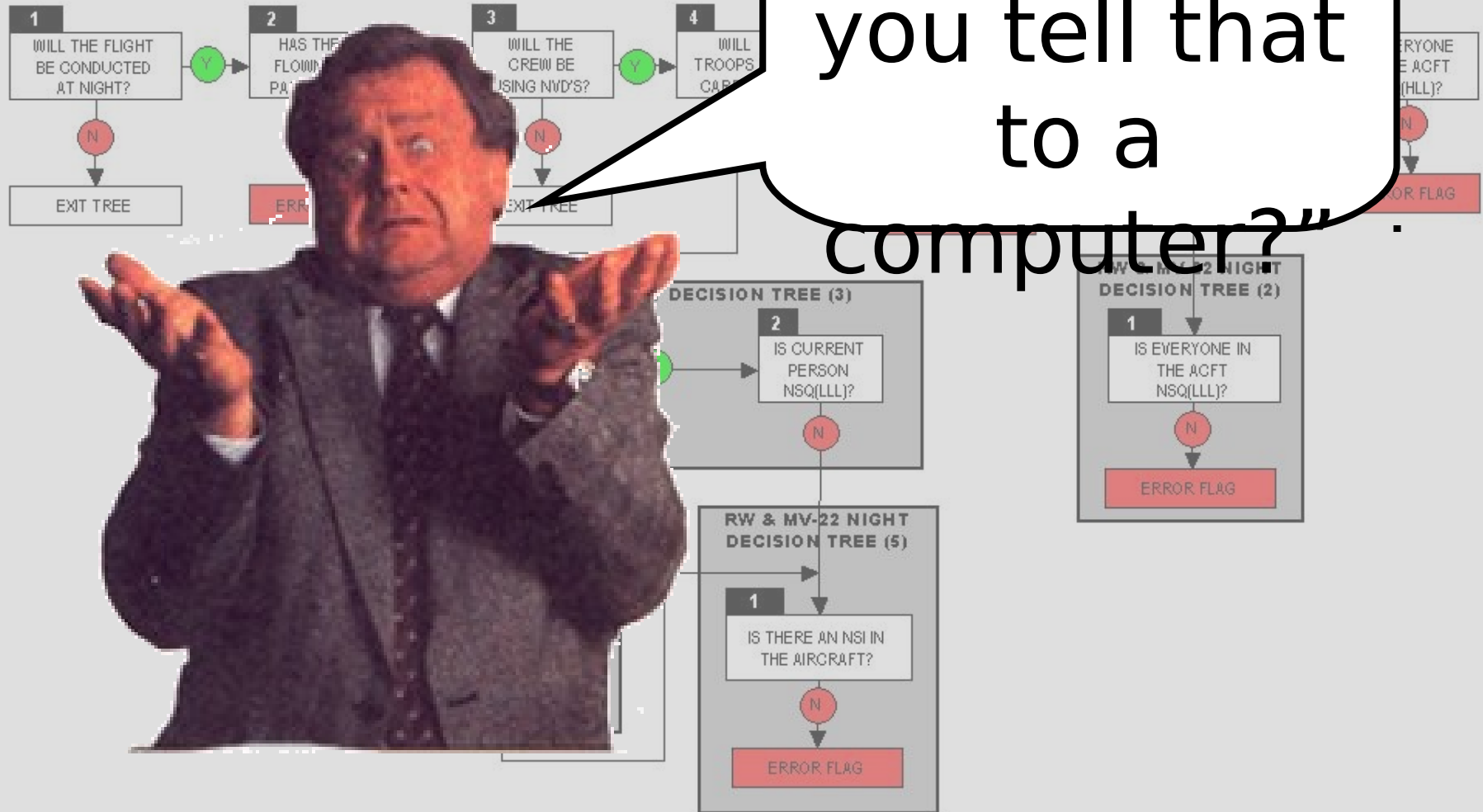


# RW & MV-22 NIGHT DECISION TREE

This tree is run for all night and night-optional events

Main Tree, Steps 1-2: No pilot shall sign for an aircraft for a night flight without having flown that month.  
Main Tree, Steps 3-7 & Subtree (2): When troops are being transported at night, the pilot, copilot, and observer must have flown at least one T&R NVG sortie within the last 30 days. (Admin Manual, Chapter 5)  
Subtrees (3), (4), & (5): All aircrew flying NVG flights shall fly with a qualified NSI/NSFI unless both

“How do you tell that to a computer?”



## LEGEND:

ERROR FLAG

SARA will notify the schedule writer that the discrepancy exists via the flight schedule's error log.

"PILOT MESSAGE"

Future capability not fielded with SARA 5.0. Intent is for SARA to provide these additional ORM considerations to the crew at brief time.

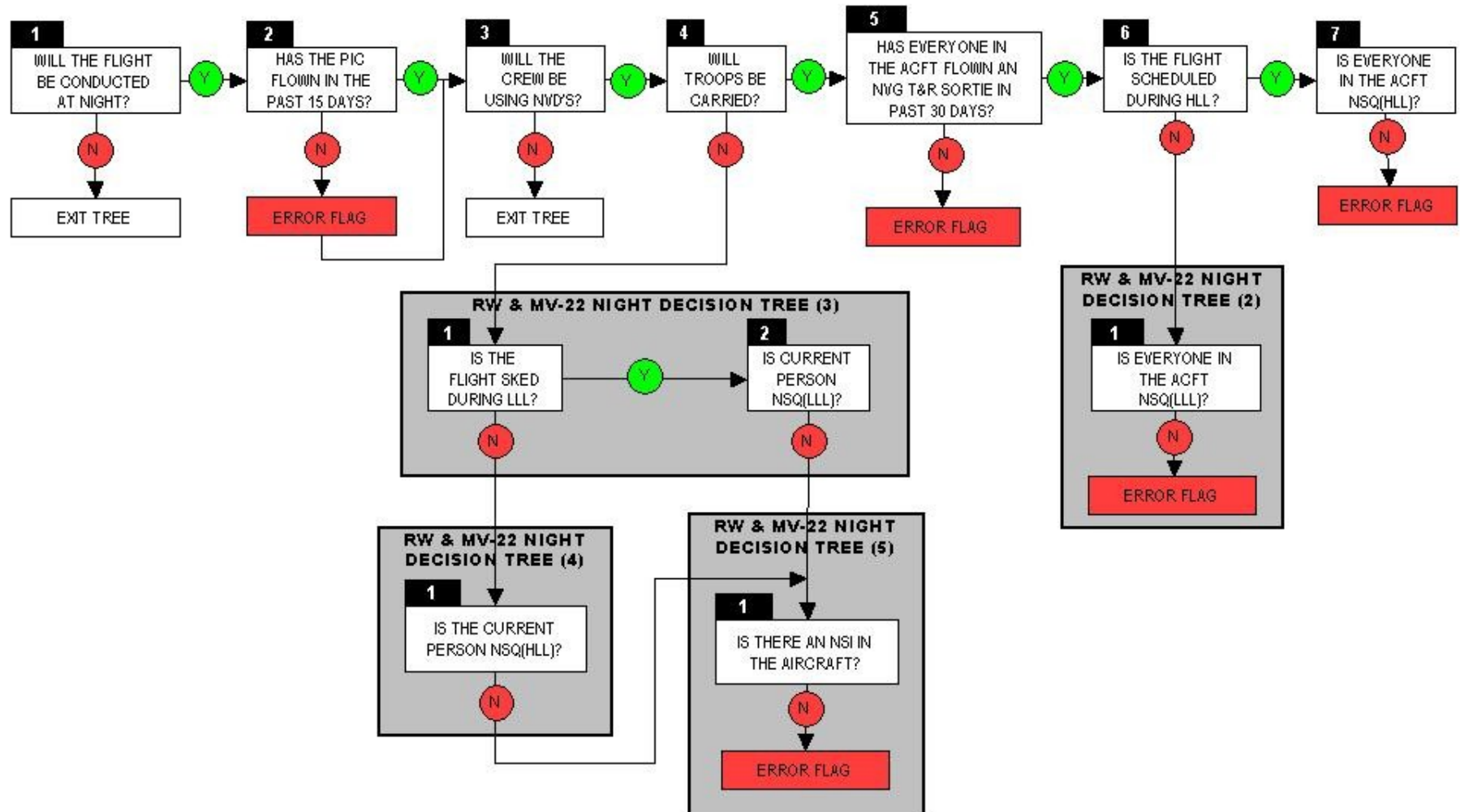
# RW & MV-22 NIGHT DECISION TREE

This tree is run for all night and night-optional events in all helicopter and tilt-rotor syllabi.

Main Tree, Steps 1-2: No pilot shall sign for an aircraft for a night flight without having flown that model aircraft within the previous 15 days. (Admin Manual, Chapter 5)

Main Tree, Steps 3-7 & Subtree (2): When troops are being transported at night, the pilot, copilot, crew chief, and aerial gunners / observers shall be NSQ HLL or LLL (as appropriate) and must have flown at least one T&R NVG sortie within the last 30 days. (Admin Manual, Chapter 5)

Subtrees (3), (4), & (5): All aircrew flying NVG flights shall fly with a qualified NSI/NSFI unless both the pilot and copilot are NSQ HLL or LLL, as appropriate. (Admin Manual Chapter 5)



## LEGEND:

ERROR FLAG

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"PILOT MESSAGE"

Future capability not fielded with SARA 5.0. Intent is for SARA to provide these additional ORM considerations to the crew at brief time.



# SARA's Decision Trees



[SARA Admin]

File Edit View

## Decision Tree Parameters

Decision Tree **RW\_MV Night Decision Tree** Not Editable

Conditions							Action If condition is not met, then...
Step	Data Location	Data Type	Aspect	Comparison	Value	Required In	
1	Flight Schedule	Night		Checked		Person	Exit Tree
2	Hour Type	TPT	In Last 15 Days	>=	1.5	PIC	Flag It
3	Flight Schedule	NVD		Checked		Person	Exit Tree
4	Flight Schedule	Pax		Checked		Person	Jump to Tree
5	Hour Type	TNVG	In Last 30 Days	>=	1.1	All In Acft	Flag It
6	Flight Schedule	LLL		Not Checked		Person	Jump to Tree
7	Qual/Designation	NSQ(HLL)	Qualified Person			All In Acft	Flag It

Record: 1 of 7

Instructions

Previous Menu

Flowchart Version

Preview Report



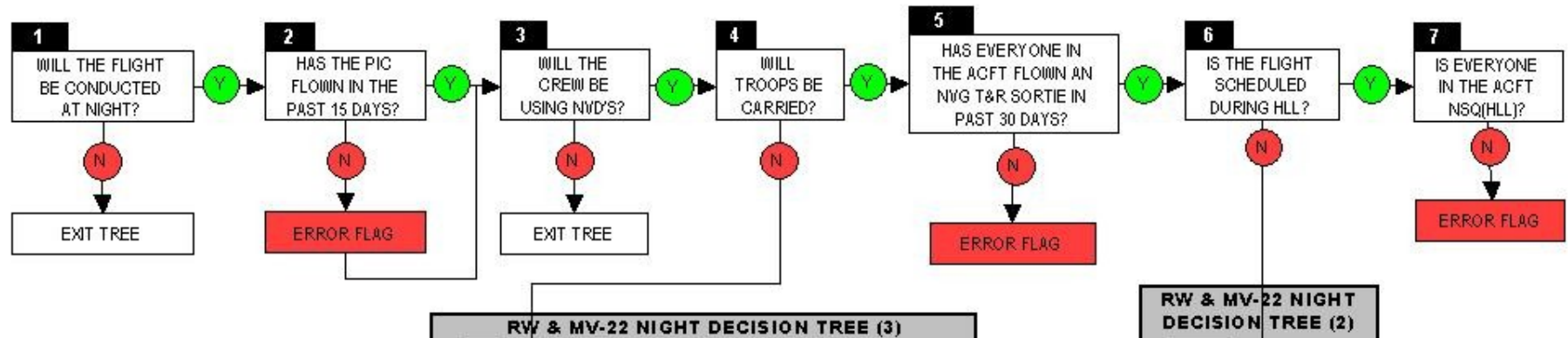
# RW & MV-22 NIGHT DECISION TREE

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Subtrees (3), (4), & (5): All aircrew flying NVG flights shall fly with a qualified NSI/NSFI unless both the pilot and copilot are NSQ HLL or LLL, as appropriate. (Admin Manual Chapter 5)



## Flowchart Version

## SARA Version

Decision Tree **RW\_MV Night Decision Tree** Not Editable

Conditions								Action If condition is not met, then...
Step	Data Location	Data Type	Aspect	Comparison	Value	Required In		
1	Flight Schedule	Night		Checked		Person		Exit Tree
2	Hour Type	TPT	In Last 15 Days	>=	1.5	PIC		Flag It
3	Flight Schedule	NVD		Checked		Person		Exit Tree
4	Flight Schedule	Pax		Checked		Person		Jump to Tree
5	Hour Type	THVG	In Last 30 Days	>=	1.1	All In Acft		Flag It
6	Flight Schedule	LLL		Not Checked		Person		Jump to Tree
7	Qual/Designation	NSQ(HLL)	Qualified Person			All In Acft		Flag It



# Launching Decision Trees



- There are 2 “triggers” that can launch a tree
  - Scheduled T&R code
  - Run always
    - For everyone on the schedule
- Build your own trees
  - Wing/Group/Squadron Flight Ops SOP



# SARA 5.0 Risk Model...



"Think  
it'll  
work?"



"It would  
take a  
miracle."

SOP Tree build on  
Friday

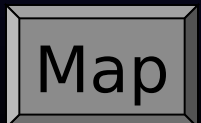




# Time Check

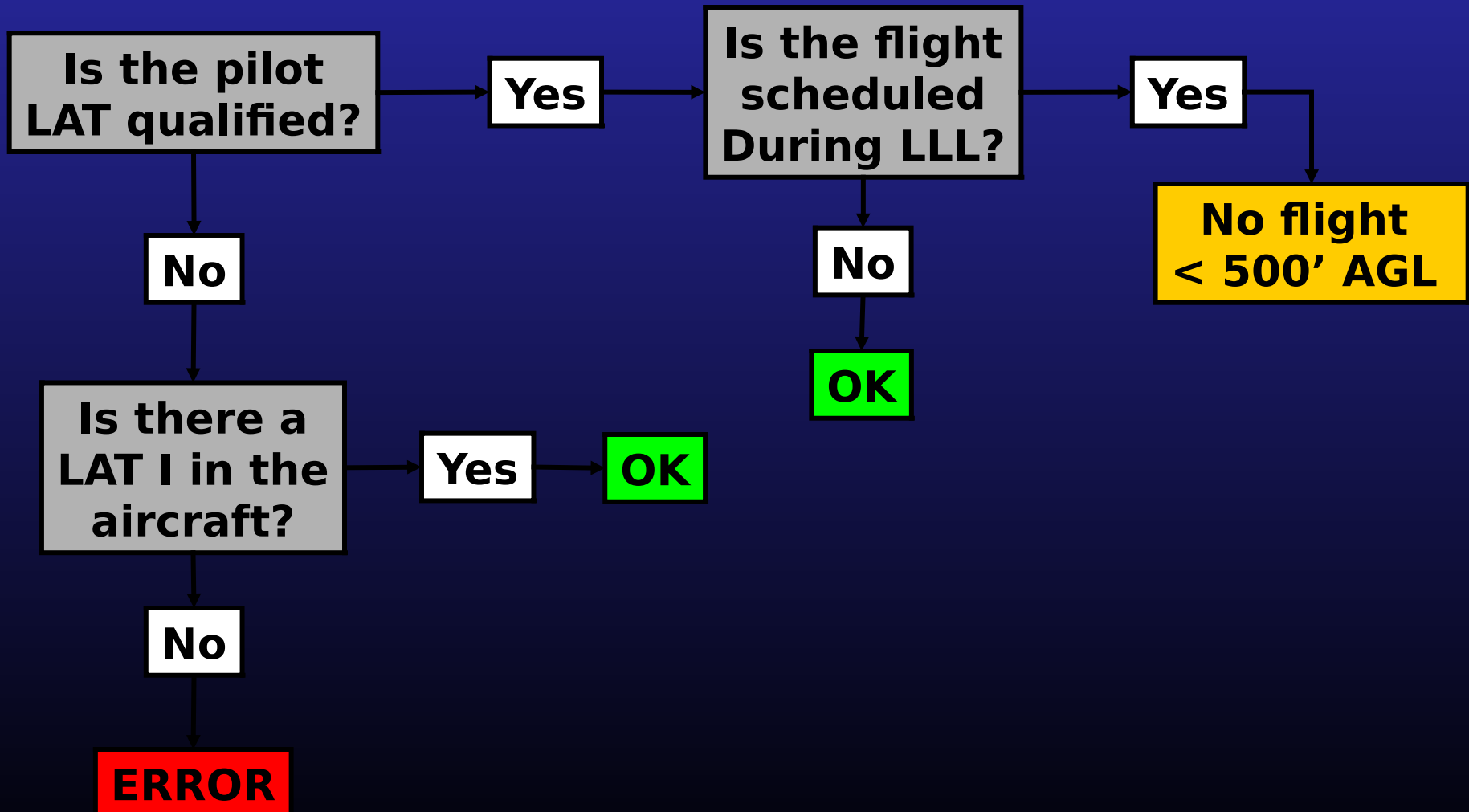


Time for a break?





# Simple LAT Example

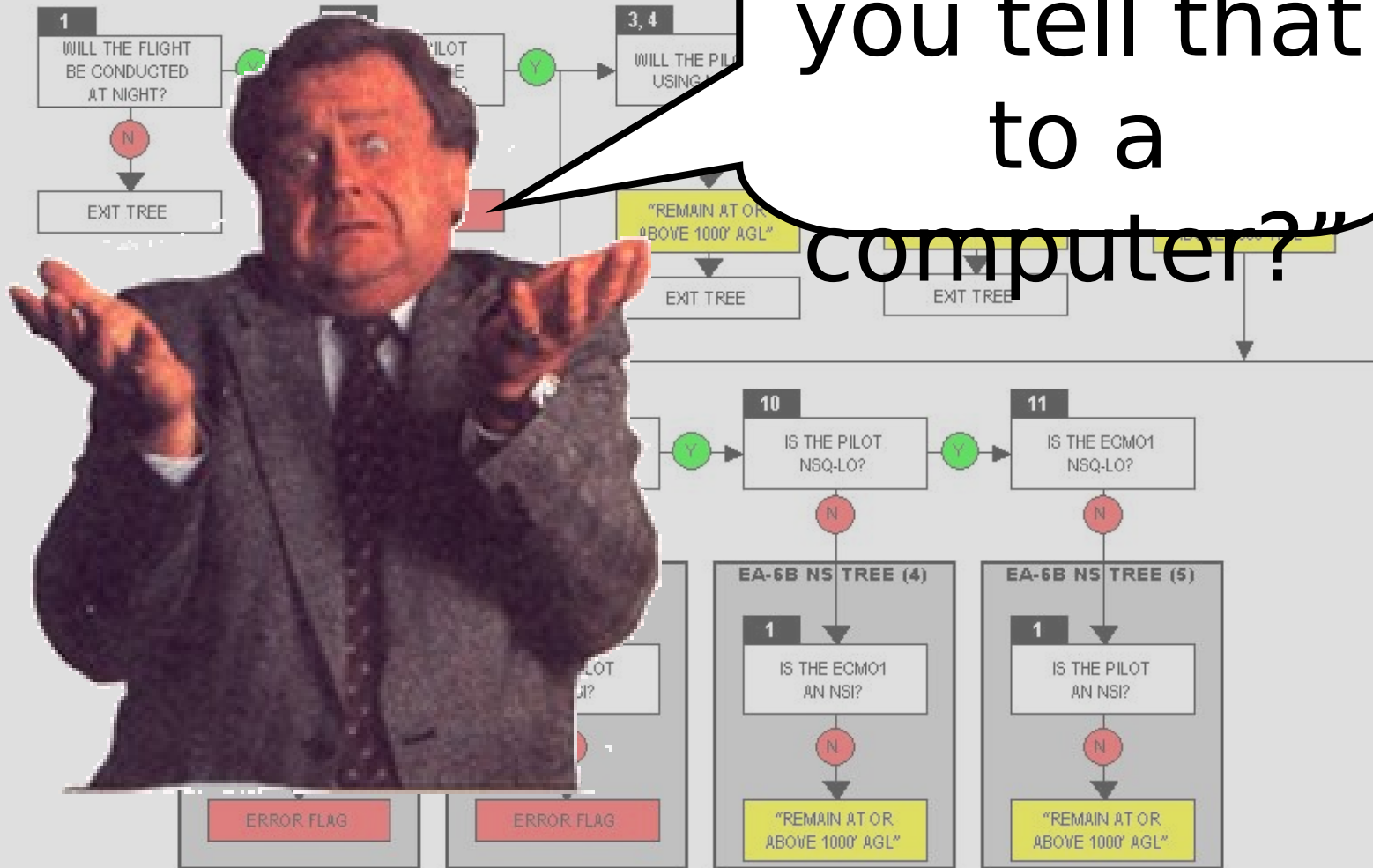


# EA-6B NS TREE

This tree is run for all night and night-optional ex

Steps 1-2: No pilot shall sign for an aircraft for a night flight without having flown that model aircraft.  
Steps 3-6: FVW night flights are limited to 1,000 feet AGL minimum when operating without NVGs.  
Step 7: FVW NS flights are limited to 1,000 feet AGL minimum when operating in LLL conditions.  
Steps 8-9: At or above 1,000 feet AGL, pilots who are not NSQ/NSQ HI may operate in LLL conditions.  
Steps 10-11: Below 1,000 feet AGL, NAs/NFOs who are not NSQ/NSQ Low require an NSI flight.

“How do you tell that to a computer?”



## LEGEND:

ERROR FLAG

SARA will notify the schedule writer that the discrepancy exists via the flight schedule's error log.

PILOT MESSAGE

Future capability not fielded with SARA 5.0. Intent is for SARA to provide these additional ORM considerations to the crew at brief time.

# EA-6B NS TREE

This tree is run for all night and night-optional events in the EA-6B Pilot syllabus.

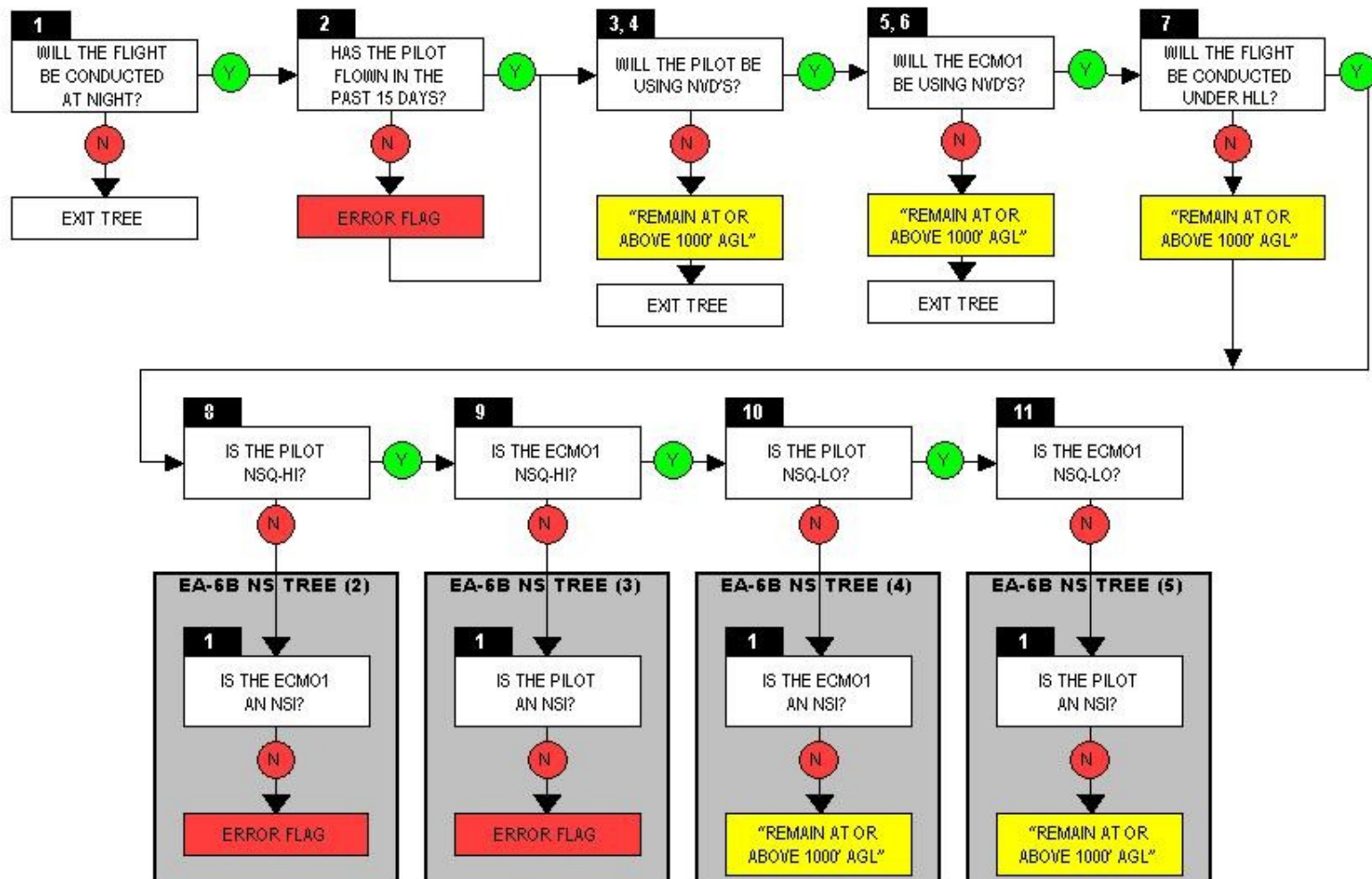
Steps 1-2: No pilot shall sign for an aircraft for a night flight without having flown that model aircraft within the previous 15 days. (Admin Manual, Ch. 5)

Steps 3-6: FFW night flights are limited to 1,000 feet AGL minimum when operating without NVGs. (Admin Manual, Ch. 5)

Step 7: FFW NS flights are limited to 1,000 feet AGL minimum when operating in LLL conditions. (Admin Manual, Ch. 5)

Steps 8-9: At or above 1,000 feet AGL, pilots who are not NSQ/NSQ HI may operate in LLL conditions when an NSI is in the flight. (Admin Manual, Ch. 5)

Steps 10-11: Below 1,000 feet AGL, NAs/NFOs who are not NSQ/NSQ Low require an NSI flight lead. (Admin Manual, Ch. 5)



## LEGEND:

ERROR FLAG

SARA will notify the schedule writer that the discrepancy exists via the flight schedule's error log.

"PILOT MESSAGE"

Future capability not fielded with SARA 5.0. Intent is for SARA to provide these additional ORM considerations to the crew at brief time.



# SARA's Decision Trees



- [SARA Admin]

File Edit View

## Decision Tree Parameters

Decision Tree **EA-6B NS Tree** Not Editable

Conditions							Action If condition is not met, then...
Step	Data Location	Data Type	Aspect	Comparison	Value	Required In	
1	Flight Schedule	Night		Checked		Person	Exit Tree
2	Hour Type	TPT	In Last 15 Days	>=	1.0	PIC	Flag It
3	Flight Schedule	NVD		Checked		PIC	Tell Pilot
4	Flight Schedule	NVD		Checked		PIC	Exit Tree
5	Flight Schedule	NVD		Checked		ECMO 1	Tell Pilot
6	Flight Schedule	NVD		Checked		ECMO 1	Exit Tree
7	Flight Schedule	LLL		Not Checked		Person	Tell Pilot
8	Qual/Designation	NSQ-HI	Qualified Person			PIC	Jump to Tree
9	Qual/Designation	NSQ-HI	Qualified Person			ECMO 1	Jump to Tree
10	Qual/Designation	NSQ-LO	Qualified Person			PIC	Jump to Tree
11	Qual/Designation	NSQ-LO	Qualified Person			ECMO 1	Jump to Tree

Record: 1 of 11

Instructions

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Flowchart Version

Preview Report



# EA-6B NS TREE

This tree is run for all night and night-optional events in the EA-6B Pilot syllabus.

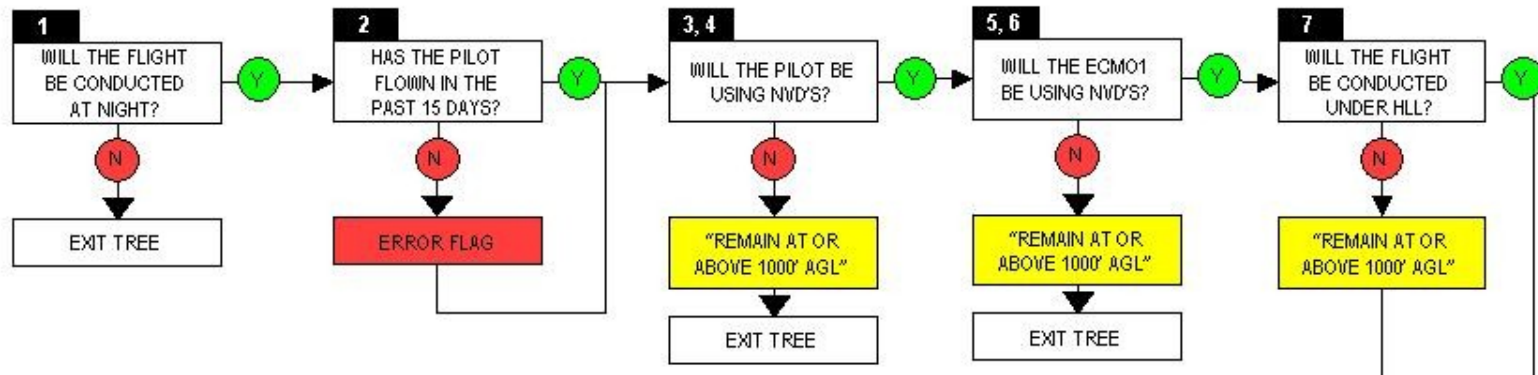
Steps 1-2: No pilot shall sign for an aircraft for a night flight without having flown that model aircraft within the previous 15 days. (Admin Manual, Ch. 5)

Steps 3-6: FVW night flights are limited to 1,000 feet AGL minimum when operating without NVGs. (Admin Manual, Ch. 5)

Step 7: FVW NS flights are limited to 1,000 feet AGL minimum when operating in LLL conditions. (Admin Manual, Ch. 5)

Steps 8-9: At or above 1,000 feet AGL, pilots who are not NSQ/NSQ HI may operate in LLL conditions when an NSI is in the flight. (Admin Manual, Ch. 5)

Steps 10-11: Below 1,000 feet AGL, NAs/NFOs who are not NSQ/NSQ Low require an NSI flight lead. (Admin Manual, Ch. 5)



## Flowchart Version

## SARA Version

Decision Tree EA-6B NS Tree Not Editable

Conditions								Action If condition is not met, then...
Step	Data Location	Data Type	Aspect	Comparison	Value	Required In		
1	Flight Schedule	Night		Checked		Person		Exit Tree
2	Hour Type	TPT	In Last 15 Days	>=	1.0	PIC		Flag It
3	Flight Schedule	NVD		Checked		PIC		Tell Pilot
4	Flight Schedule	NVD		Checked		PIC		Exit Tree
5	Flight Schedule	NVD		Checked		ECMO 1		Tell Pilot
6	Flight Schedule	NVD		Checked		ECMO 1		Exit Tree
7	Flight Schedule	LLL		Not Checked		Person		Tell Pilot



# Launching Decision Trees



- There are 2 “triggers” that can launch a tree
  - Scheduled T&R code
  - Run always
    - For everyone on the schedule
- Build your own trees
  - Wing/Group/Squadron Flight Ops SOP



# SARA 5.0 Risk Model...



"Think  
it'll  
work?"



"It would  
take a  
miracle."

SOP Tree build on  
Friday

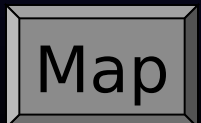




# Time Check



Time for a break?





# Training Management Data



## Various Reports



# Training Mgmt Data



- Snivel Log
- Hogboard / Grease Board / 306090
- Proficiency Status
- Qual/Designation Status
- SLAP Data



# Data Maintenance



## Maintained Manually

(Excel/Word, Grease Board,  
Memory)

- Harder to maintain
- More time to update
- Less accurate
- Duplication of effort

## Maintained Automatically

(You guessed it...SARA 5.0)

- Easier
- Quicker
- More accurate
- Single point of entry

Until now, you've **had** to do it the hard way



# Wrong Tool for the Job



**SARA  
ATRIMS  
Excel  
Access  
Grease Pencil  
Memory**



**TRAINING  
MANAGEMENT**



All

Prereq

Chain

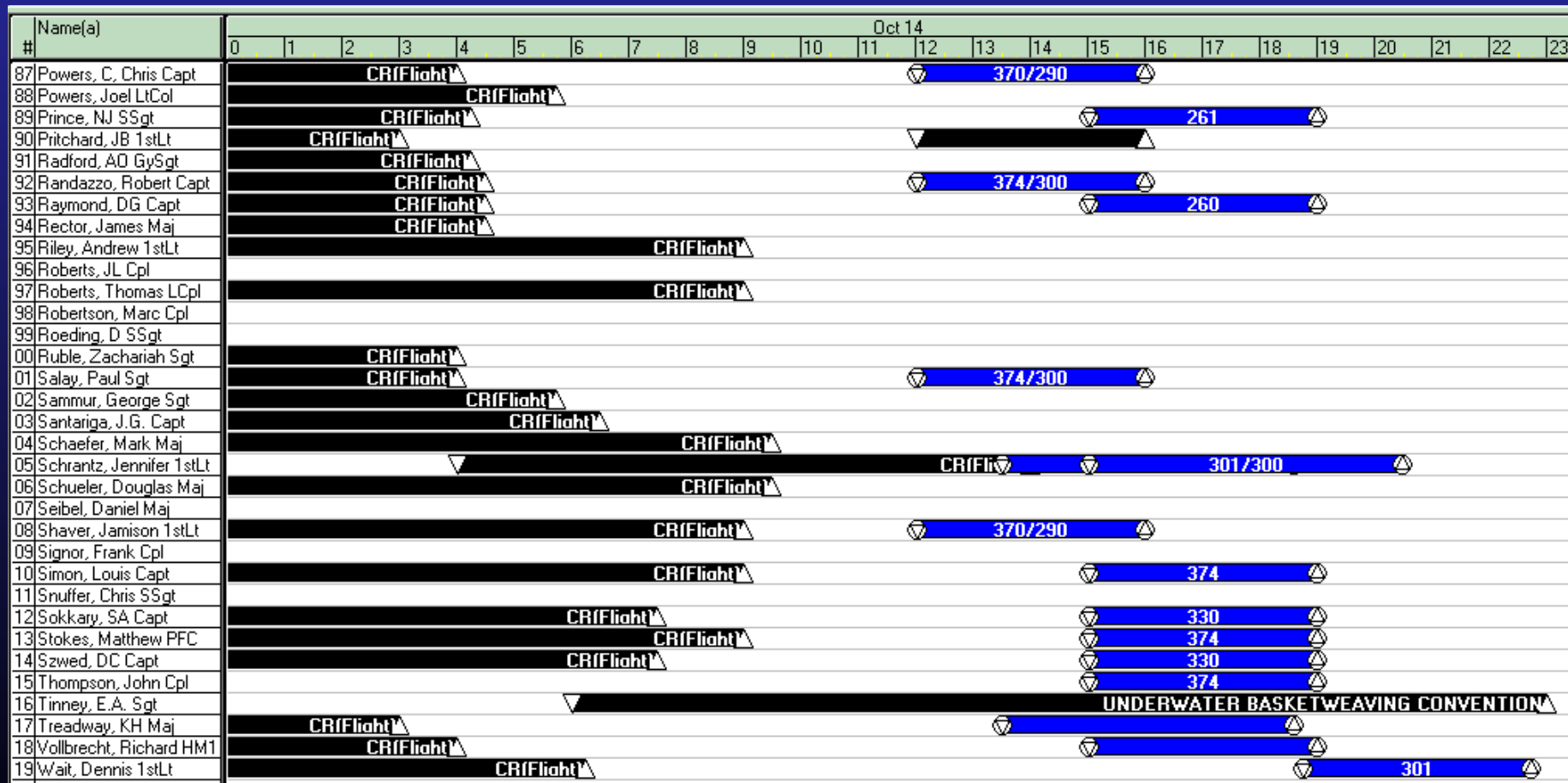
Mon, 26 Jan 2004	<div>Refresh</div>			221	230	231	240	241	242	243	250
Syllabus:	<div>CH46E P</div>			EXT	SFORM	FORM	STERF	TERF	TERF	TERF	SNVG
Ref Date:	<div>26 JAN 2004</div>										
Group:	<div></div>										
Name	Crew ID	Abs CRP	Adj CRP	CH46E P	CH46E P	CH46E P	CH46E P	CH46E P	CH46E P	CH46E P	CH46E P
Alvarez, Richard 1stLt	8334	86.60	71.25	03 OCT 2003		03 OCT 2003	03 OCT 2003	03 OCT 2003	03 OCT 2003	03 OCT 2003	14 OCT 2003
Baker, Alan 1stLt	3777	88.80	71.90	27 AUG 2003	12 OCT 2003	12 OCT 2003	12 OCT 2003	12 OCT 2003	12 OCT 2003	12 OCT 2003	09 OCT 2003
Burnett, Garth 1stLt	4541	83.60	70.13	03 OCT 2003	03 OCT 2003	03 OCT 2003	03 OCT 2003	03 OCT 2003	03 OCT 2003	03 OCT 2003	14 OCT 2003
Corchado, Orlando 1stLt	5837	78.00	66.15			02 OCT 2003		02 OCT 2003	02 OCT 2003	02 OCT 2003	13 OCT 2003
Derrick, James 1stLt	4874	79.00	66.41	25 AUG 2003		07 OCT 2003	12 AUG 2003	12 AUG 2003	12 AUG 2003	12 AUG 2003	12 OCT 2003
Frantz, Dennis Capt	4422	87.50	72.13	24 SEP 2003	27 SEP 2003	27 SEP 2003	27 SEP 2003	27 SEP 2003	27 SEP 2003	27 SEP 2003	09 OCT 2003
Goddard, Jennifer Capt	5403	80.50	68.47	04 SEP 2003	15 OCT 2003	15 OCT 2003	15 OCT 2003	15 OCT 2003	15 OCT 2003	15 OCT 2003	13 OCT 2003
Keith, Eric Capt	9729	77.60	66.83	19 AUG 2003		21 AUG 2003		21 AUG 2003	21 AUG 2003	21 AUG 2003	12 OCT 2003
Lanning, Ryan 1stLt	7770	78.20	67.80		23 SEP 2003	23 SEP 2003	23 SEP 2003	23 SEP 2003	23 SEP 2003	23 SEP 2003	13 OCT 2003
Lindsey, Jonathan Capt	8359	82.20	65.55	19 AUG 2003	28 AUG 2003	28 AUG 2003	28 AUG 2003	28 AUG 2003	31 JUL 2003	28 AUG 2003	31 JUL 2003
McFarland, William Capt	6118	91.00	72.49	03 OCT 2003	03 OCT 2003	03 OCT 2003	03 OCT 2003	03 OCT 2003	03 OCT 2003	03 OCT 2003	09 OCT 2003
McGahhey, Richard Capt	8911	90.60	73.62	02 OCT 2003	15 OCT 2003	15 OCT 2003	15 OCT 2003	15 OCT 2003	15 OCT 2003	15 OCT 2003	12 OCT 2003
McGee, G Gary Maj	8162	77.40	67.33	29 JUL 2003		11 JUN 2003		11 JUN 2003	11 JUN 2003	25 APR 2003	11 JUN 2003
Meade, Roger Maj	4122	83.30	66.11	19 AUG 2003	06 AUG 2003	06 AUG 2003	21 AUG 2003	03 SEP 2003	03 SEP 2003	06 AUG 2003	06 AUG 2003
Myers, Jason 1stLt	8342	87.00	72.01	27 AUG 2003		13 OCT 2003	13 OCT 2003	13 OCT 2003	13 OCT 2003	13 OCT 2003	09 OCT 2003
Oconnor, Kyle Capt	7167	72.80	66.41	02 OCT 2003	29 JUN 2003	29 JUN 2003	29 JUN 2003	29 JUN 2003	29 JUN 2003	29 JUN 2003	13 OCT 2003
Orr, Jeremy Capt	5833	80.50	67.72	15 AUG 2003		21 AUG 2003	21 AUG 2003	03 SEP 2003	03 SEP 2003	21 AUG 2003	29 JUL 2003
Payne, Scott Maj	3343	82.60	65.06	19 AUG 2003		31 JUL 2003		31 JUL 2003	31 JUL 2003	31 JUL 2003	
Powers, Joel LtCol	1033	81.50	66.26	29 JUL 2003		12 AUG 2003		21 AUG 2003	21 AUG 2003	12 AUG 2003	12 AUG 2003
Randazzo, Robert Capt	7757	90.70	73.30	03 OCT 2003	15 OCT 2003	15 OCT 2003	15 OCT 2003	15 OCT 2003	15 OCT 2003	15 OCT 2003	12 OCT 2003
Santarriga, J.G. Capt	3038	69.50	64.54			15 OCT 2003		15 OCT 2003	15 OCT 2003	15 OCT 2003	
Schrantz, Jennifer 1stLt	1128	88.60	71.50	02 OCT 2003	02 OCT 2003	02 OCT 2003	02 OCT 2003	02 OCT 2003	02 OCT 2003	02 OCT 2003	14 OCT 2003
Schueler, Douglas Maj	2950	84.90	68.45	19 AUG 2003	12 AUG 2003	30 SEP 2003		21 AUG 2003	21 AUG 2003	30 SEP 2003	12 AUG 2003
Seibel, Daniel Maj	3546	70.30	64.58	19 AUG 2003		25 JUN 2003		25 JUN 2003	25 JUN 2003	25 JUN 2003	25 JUN 2003
Simon, Louis Capt	6378	93.50	74.89	03 OCT 2003	03 OCT 2003	03 OCT 2003	03 OCT 2003	03 OCT 2003	03 OCT 2003	03 OCT 2003	13 OCT 2003
Wait, Dennis 1stLt	7003	83.80	70.09			15 OCT 2003		15 OCT 2003	15 OCT 2003	15 OCT 2003	
Weaver, Hugh 1stLt	8870	75.20	68.17	09 SEP 2003	15 OCT 2003	15 OCT 2003	15 OCT 2003	15 OCT 2003	15 OCT 2003	15 OCT 2003	09 OCT 2003
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Qualifications & Designations Status Display											
Mon, 26 Jan 2004	Refresh	FLIGHT PHYSICAL	ADMIN UP-CHIT	CRM FAC	CRM Q	EMERGENCY EGRESS	FCP	H2P	INST Q	NASTP	
Syllabus:		CH46E P	N	N	D	N	N	D	D	Q	N
Ref Date:		26 JAN 2004									
Group:											
Name		Crew ID									
Meade,Roger Maj	4122	31 AUG 2003	01 AUG 2003		30 SEP 2002	30 SEP 2002			31 MAR 2003	30 JUN 2000	
Myers,Jason 1stLt	8942	31 DEC 2002	01 AUG 2003		06 JAN 2003	18 NOV 2002		07 AUG 2002	10 JAN 2003	13 DEC 2000	
Oconnor,Kyle Capt	7167	31 MAR 2003	01 AUG 2003	04 MAR 2002	06 JAN 2003	18 NOV 2002	08 AUG 2003	01 MAY 2000	25 OCT 2002	06 NOV 2001	
Orr,Jeremy Capt	5893	30 NOV 2002	01 AUG 2003	04 MAR 2002	06 JAN 2003	18 NOV 2002		24 FEB 1999	24 OCT 2002	20 JUN 2000	
Payne,Scott Maj	9343	28 FEB 2003	01 AUG 2003	04 MAR 2002	06 JAN 2003	18 NOV 2002	29 DEC 2002	01 FEB 2002	12 JUN 2003	06 NOV 2001	
Powers,Joel LtCol	1093	31 OCT 2002	01 AUG 2003	26 JUL 2002	06 JAN 2003	18 NOV 2002	19 JUN 1991	30 AUG 2002	19 AUG 2003	25 JUN 2002	
Randazzo,Robert Capt	7757	01 AUG 2003	01 AUG 2003	04 MAR 2002	06 JAN 2003	18 NOV 2002	13 MAR 2003	17 JUL 2000	06 JAN 2003	16 JUL 2002	
Santariga,J.G. Capt	3098	31 MAY 2003	21 AUG 2003		31 MAR 2003	31 MAY 2003		01 AUG 2003	31 DEC 2002	31 MAR 2000	
Schranz,Jennifer 1stLt	1128	31 MAY 2003	01 AUG 2003		06 JAN 2003	30 AUG 2003		24 OCT 2002	05 APR 2003	27 MAR 2001	
Schueler,Douglas Maj	2950	30 NOV 2002	01 AUG 2003		06 JAN 2003	18 NOV 2002	15 MAY 2002	21 SEP 2001	16 AUG 2002	28 FEB 2003	
Seibel,Daniel Maj	9546	31 MAY 2004	01 AUG 2003	04 MAR 2002	06 JAN 2003	18 NOV 2002	25 MAR 2002	19 DEC 2001	29 MAY 2003	27 SEP 2001	
Simon,Louis Capt	6978	31 OCT 2002	01 AUG 2003		06 JAN 2003	18 NOV 2002	26 APR 2002	21 JUN 2000	12 NOV 2002	15 APR 2002	
Walt,Dennis 1stLt	7003	31 JUL 2003	01 AUG 2003		06 JAN 2003	18 NOV 2002		24 SEP 2002	28 FEB 2003	29 MAR 2001	
Weaver,Hugh 1stLt	8870	30 JUN 2003	01 AUG 2003		06 JAN 2003	30 AUG 2003		24 OCT 2002	22 APR 2003	27 MAR 2001	
Status Date Accom Date Due Days Since Days Until Qual Status All											



# Crew Timeline







# We Finally SLAP-ed SARA



- SLAP data imbedded
  - Automatically generated for unit's lat/long
  - Drives decision trees

SARA Advanced Scheduler - [10/14/03 Flight]

File Edit View Timeline Report Window Help

Custom Reports

Standard Title  
Title for Date  
Title-Original

Statistics

Environmentals

Codes

Emergency Question of the Day  
NATOPS Question of the Day  
Tactical Question of the Day

	Acft	Crew #	Flt Grp	
1	0	1	0	350
2	0	2	0	
3	1	1	1	440
4	1	2	1	230
5	2	1	2	255
6	3	1	4	236

Acft Type	Brief Time
H-46E	07:30
H-46E	07:30
H-46E	13:30
H-46E	13:30
H-1W	13:30
H-1W	12:00

Environmental Data for 09/12/2003

Location:

Location:  Description:

Latitude:  Longitude:  Time Zone:

Environmental

Sunrise:  Sunset:

Moonrise:  Moonset:

Daylight Hours:  Illum:  %

EENT:  BMNT:

LLL Period:  to   
09/12/2003 09/12/2003





## VMFA-112 Cowboy Hotboard



WEDNESDAY, APRIL 23, 2003\*

	Last Flight	Last Night	Last NVG	30 Day Flight Time	30 Day NVG Time	FY Flight Time	FY NVG Time	Total Flight Time	Total FA18 Time	Total NVG Time	FY ACT Time	FY SIMULATED Time	Instrument Mins (Time/P/NP) *Max Flt Sim	Last Bomb Dropped	Last Inst Check	Last NATOPS Check
Show highlighted if...	>12	>30	>30	<10	<5									>90	>334	>334
Show expired if...	>15	>60	>60	<0	<0									>180	>365	>365
VMFA-112 (17 total)																
LTCOL UNDERWOOD, B	6	20	20	13.7	2.4	71.3	7.5	3170.2	2479.8	23.5	17.3	8.0	+26.8 /+3 /+8	-	266	-
LTCOL SCANIO, R	6	23	23	21.4	1.3	87.9	5.0	2828.5	2536.8	102.7	25.4	4.8	+34.9 /+25 /+4	-	314	313
MAJ BEKKEN, B	19	152	152	10.4	-	53.5	9.8	2220.0	1896.3	29.2	5.4	12.8	+22.9 /+15 /+20*	-	276	276
MAJ BERGMAN, D	16	17	20	19.1	3.4	63.3	3.4	2612.2	2330.2	15.4	13.2	12.0	+26.2 /+11 /+16	-	539	-
MAJ DEWHIRST, D	16	17	22	17.2	1.3	70.0	7.8	2509.1	2068.5	22.9	9.5	7.1	+22.7 /+1 /+14	-	447	-
MAJ GICK, R	5	6	21	29.1	1.2	73.1	1.2	2052.0	1753.6	100.0	11.8	3.3	+9.0 /+6 /+4	-	388	-
MAJ HESFORD, J	6	21	21	18.0	1.3	68.6	10.1	2771.8	2418.2	80.6	10.8	3.2	+10.6 /-3 /-1	-	419	-
MAJ HOOD, E	19	20	20	9.3	3.9	68.3	11.9	1450.4	1211.0	98.5	22.4	10.5	+31.7 /+5 /+8	-	447	-
MAJ MARQUISE, D	2	23	23	12.3	1.2	51.8	6.6	2182.5	1892.7	112.2	8.7	1.5	-3.2 /-10 /-11	-	600	-
MAJ MOORE, J	16	17	154	18.3	-	66.1	3.5	2203.9	1918.4	198.9	6.5	0.2	-4.3 /-9 /-15	47	509	-
MAJ POHLMAN, D	2	64	166	9.0	-	57.1	6.0	2495.5	2187.4	192.8	17.2	3.0	+19.7 /+9 /+11	-	327	-
MAJ REED, W	1	20	275	20.8	-	58.0	-	1785.4	1512.5	83.8	8.2	18.0	+36.3 /-2 /0	-	358	-
MAJ ROEPKE, S	5	6	166	18.1	-	61.2	5.3	2244.3	1918.7	265.6	17.1	1.8	+19.1 /+6 /+1	-	266	-
MAJ SHERRELL, J	33	38	167	-	-	39.5	4.5	2051.8	1755.1	129.4	17.7	0.1	+17.7 /+3 /-7	-	600	-
MAJ SPICER, M	1	65	166	12.3	-	80.2	4.6	1830.5	1597.0	108.6	16.2	1.0	+14.1 /+13 /+15	-	315	315
CAPT JEFFRIES, M	7	20	20	18.7	1.3	53.3	5.9	2213.7	1666.9	93.3	16.0	6.9	+8.1 /+1 /-1	-	61	-
CAPT PAETZOLD, K	1	20	20	14.2	1.2	84.8	10.7	1293.9	1018.4	147.2	13.8	1.8	+7.9 /-1 /-1	169	388	-
LOCKHEED-MARTIN (1 total)																
LTCOL TOMAS SETTI, A	1	762	2352	4.0	-	49.2	-	2503.0	472.8	286.6	5.1	7.9		-	-	-
MAG-41 (7 total)																
COL MURPHY, T	12	1622	-	1.3	-	11.3	-	3239.7	2288.6	0.0	0.4	2.9		-	-	-
COL PACKARD, R	1	74	-	4.0	-	40.3	-	3931.8	1664.3	0.0	18.8	11.0	+24.8 /+27 /+19	-	299	299
LTCOL LEVESQUE, E	1	248	-	5.2	-	34.6	-	2178.9	1879.2	151.8	4.3	3.0	-0.6 /-5 /+8	-	600	-
LTCOL RAYDER, J	1	20	20	14.6	3.8	86.3	14.3	4416.5	3678.2	21.0	8.1	18.7	+29.1 /+5 /+9	-	570	-
LTCOL ROSSBERG, D	6	17	21	17.5	1.5	43.3	1.5	2605.4	1352.9	4.2	8.6	7.2	+11.4 /-3 /+3	-	276	-
MAJ BECKWITH, P	12	74	566	2.7	-	45.3	-	1718.6	1432.8	21.1	5.6	6.6	+9.7 /+9 /+4	104	509	-
MAJ COURTAWAY, P	83	134	152	-	-	45.6	7.2	1229.5	950.7	37.3	18.9	3.5	+16.3 /+2 /+7*	-	175	175

25 total personnel on this report

Search

Rank ↑ Last Name FI Syllabus

CAPT	PARKER	J	AH-P
CAPT	RICE	A	AH-P
CAPT	ROBINSON	S	UH-P
CAPT	SIEVE	W	AH-P
CAPT	SIMS	R	AH-P
CAPT	THRASHER	M	AH-P
CAPT	VAN PROYEN	J	UH-P
CAPT	VAN SIKKE	M	AH-P
CAPT	VARACALLE	R	UH-P
LT	BLUECHE	T	-
1STLT	ASHFORD	R	AH-P
1STLT	BOGLE	D	UH-P
1STLT	CROUSORE	D	AH-P
1STLT	LINDAMOOD	D	AH-P
1STLT	MAYER	T	AH-P
1STLT	MOUW	T	AH-P
1STLT	POWERS	E	UH-P
1STLT	WEINERT	P	AH-P
CWO2	HULSE	S	UH-C
GSGT	STONE	M	UH-C
SSGT	BURGESS	P	UH-C
SSGT	BUSGITH	L	UH-C
SSGT	KAMPEN	E	UH-C
SSGT	MCBRIDE	S	UH-O
SSGT	PASSARO	M	UH-C
SSGT	REALE	R	UH-C
SGT	BUSBY	J	UH-C
SGT	CAIN	M	UH-C
SGT	JURJEVICH	W	UH-C
SGT	MEGOFNA	K	UH-C
SGT	PARKER	M	UH-C
SGT	SHARP	A	UH-O
SGT	WHEELER	J	UH-O
CPL	BANKS	Z	UH-C
CPL	BARNES	D	UH-O
CPL	CALVERT	J	UH-C
CPL	COX	C	UH-C

From  To  ☒ A/C Flights ☐ Simulator Flights

January February March April May June July August September October November December

## CAPT PARKER - NOVEMBER '00


DAY	MODEL	BUNO	TPT	FPT	CPT	ACDR	SCT	NVG		ACT	SIM	NITE	1	2	A	B	T&R CODES
								TOT/ALL									
02 Nov	AH1W	165277	2.2	1.1	1.1	2.2			+								324, 362
03 Nov	AH1W	163934	2.1	1.0	1.1	2.1			+								324
04 Nov	AH1W	165332	2.5	1.2	1.3	2.5			+								324, 362
06 Nov	AH1W	165044	2.1	0.3	1.8				+								350
07 Nov	AH1W	165275	1.0	0.5	0.5			1.0/	+			1.0					280
08 Nov	AH1W	165448	2.3	1.2	1.1	2.3		2.3/	+		0.3	2.3					220
11 Nov	AH1W	165277	3.2	1.6	1.6	3.2			+								324
12 Nov	AH1W	160824	2.3	1.2	1.1			2.3/	+			2.3					325
13 Nov	AH1W	165332	1.4	0.4	1.0				+								280
20 Nov	AH1W	163934	0.8	0.4	0.4				+		0.2	0.6					280
29 Nov	AH1W	165369	4.6	2.3	2.3			4.4/4.4	+	0.5		4.4	1				352, 325, 324

11 Flights found	TPT	FPT	CPT	ACDR	SCT	NVG	ACT	SIM	NITE	1	2	A	B
	24.5	11.2	13.3	12.3		10.0/4.4	0.5	0.5	10.6	1			



# Data Maintenance Tools



- Logbook Viewer / Auditing Tool 
  - Only feasible method for ensuring SARA data matches logbooks
  - Enhances accuracy of SARA and logbooks

Logbook Viewer - [for SARA databases]

File Edit View Insert Format Records Tools Window Help

Options Options

Search [Parker] Next Clear

Rank 1 Last Name FI Syllabus

CAPT PARKER J AH-P

CAPT RICE A AH-P

CAPT ROBINSON S LH-P

CAPT SIEVE W AH-P

CAPT SINS R AH-P

CAPT THRASHER M AH-P

CAPT VAN PROVEN J LH-P

CAPT VAN SIKKE M AH-P

CAPT VINCIGALLA R LH-P

LT BLUECHE T -

1STLT ASHFORD R AH-P

1STLT BOGLE D LH-P

1STLT CROUSORE D AH-P

1STLT LINDAMOOD D AH-P

1STLT MAYER T AH-P

1STLT MOW T AH-P

1STLT POWERS E LH-P

1STLT WEINERT P AH-P

CWO2 HULSE S LH-C

SGT STONE M LH-C

SGT BURGESS P LH-C

SGT BURGESS L LH-C

SGT KAMPEN E LH-C

SGT MCBRIDE S LH-O

SGT PASSARO M LH-C

SGT REALE R LH-C

SGT BUSBY J LH-C

SGT CAIN M LH-C

SGT JURJEVICH W LH-C

SGT RESCIGNA K LH-C

SGT PARKER M LH-C

SGT SHARP A LH-O

SGT WHEELER J LH-O

CPL BAWIS Z LH-C

CPL BARNES D LH-O

CPL CALVERT J LH-C

CPL COX C LH-C

From 01-Nov-00 To 30-Nov-00

ACT Flights Simulator Flights

January February March April May June July August September October November December

CAPT PARKER - NOVEMBER '00

DAY	MODEL	BUNO	TPT	FPT	CPT	ACOM	SCT	TOTAL	NVG	ACT	SIM	NOTE	1	2	A	B	TWR CODES
02 Nov	AH1W	165277	2.2	1.1	1.1	2.2											324, 362
03 Nov	AH1W	165304	2.1	1.0	1.1	2.1											324
04 Nov	AH1W	165332	2.5	1.2	1.3	2.5											324, 362
06 Nov	AH1W	165044	2.1	0.3	1.8												350
07 Nov	AH1W	165275	1.0	0.5	0.5			1.0/				1.0					280
08 Nov	AH1W	165448	2.3	1.2	1.1	2.3		2.3/			0.3	2.3					220
11 Nov	AH1W	165277	3.2	1.6	1.6	3.2											324
12 Nov	AH1W	165824	2.3	1.2	1.1			2.3/				2.3					325
13 Nov	AH1W	165332	1.4	0.4	1.0												280
20 Nov	AH1W	163934	0.8	0.4	0.4						0.2	0.6					280
29 Nov	AH1W	165369	4.6	2.3	2.3			4.4/4.4			0.5	4.4	1				352, 325, 324

11 Flights found

TPT	FPT	CPT	ACOM	SCT	NVG	ACT	SIM	NOTE	1	2	A	B
24.5	11.2	13.3	12.3		10.0/4.4	0.5	0.5	10.6	1			



# NATOPS INSTRUMENT RATING REQUEST

OPNAV 3710/2 (REV. 1-74) S/N 0107-728-2903

REF: OPNAVINST 3710.7 SERIES  
OPNAVINST 3710.9 SERIES  
NATOPS INSTRUMENT FLIGHT MANUAL

NAME (LAST, FIRST, MIDDLE INITIAL)

**PARKER, J**

GRADE

**CAPT**

SSN

**216922236**

DATE

**06-May-2003**

UNIT

**HMLA-369**

APPLICATION IS HEREBY MADE FOR AN INSTRUMENT CHECK RATING (CHECK ONE)



**STANDARD**



**SPECIAL**

## EXPERIENCE SUMMARY

### MISCELLANEOUS SUMMARY

ITEM

LAST  
6 MO.

LAST  
12 MO.

PRECISION  
APPROACHES

**11**

**12**

NON-PRECISION  
APPROACHES

**8**

**8**

TOTAL PILOT TIME

**1022.8**

AIRCRAFT QUALIFICATIONS

CURRENT RATING

**STANDARD**

PILOT'S BIRTHDAY

**28 MAY 72**

SIGNATURE OF APPLICANT

### INSTRUMENT PILOT TIME

ITEM

PAST  
12 MO.

LAST  
6 MO.

TOTAL  
ALL YEARS

ACTUAL

**4.0**

**2.2**

**1.8**

SIMULATED

**5.8**

**4.0**

**4.1**

INSTRUMENT PILOT TIME TOTAL

**9.8**

**9.3**

**5.9**

TOTAL YEARS FLYING EXPERIENCE  
(MILITARY AND COMMERCIAL)

**5 YEARS, 5 MONTHS**

WRITTEN EXAMINATION

THIS IS TO CERTIFY THAT THE APPLICANT HAS...

☒ SATISFACTORILY

☐ UNSATISFACTORILY

...COMPLETED THE WRITTEN EXAMINATION FOR AN INSTRUMENT RATING AS  
REQUIRED BY THE NATOPS INSTRUMENT FLIGHT MANUAL.

1ST EXAM (GRADE)

2<sup>ND</sup> EXAM (GRADE)

3RD EXAM (GRADE)

SIGNATURE OF EXAMINING OFFICER

(GRADE)

UNIT

DATE

PART ONE (BASIC INSTRUMENTS)

QUAL

UNQUAL

1

INSTRUMENT TAKEOFF (OPTIONAL)

X

1

FLIGHT PLANNING

X

2\*

CLIMBING, DESCENDING AND TIMED TURNS

X

2

CLEARANCE COMPLIANCE

X

W



# New, Improved Reports



- Easily accessible from Scheduler or SARA Launch Menu

**SARA Advanced Scheduler - [09/12/03 Flight]**

File Edit View Timeline Report

USMC Custom Reports - Main Menu

**USMC Custom Reports for SARA** Version 1.1

Main Menu

- Flight Schedule
- HOTboard
- Logbook Viewer
- Instrument Rating Form
- Extras...
- Exit Custom Reports

	Acft	Crew #	Flt Grp	Lead	Last Na
19	7	1	3		Brown
20	7	2	3		Bailey
21	7	3	3		Moore
22	8	1	3		Treadwa
23	8	2	3		Bailey
24	8	3	3		Moore


Page	T&R 1 Code	Syll 1
	330	AH1W P
	330	AH1W P
	330	AH1W P
	331	AH1W P
	331	AH1W P
	331	AH1W P




# Custom Reports



- Flight Schedules still not easily customizable
  - But, we're from HQMC and we're here to help...



**UNITED STATES MARINE CORPS**  
 Marine Light Attack Helicopter Squadron 369  
 Marine Aircraft Group 39  
 3d Marine Aircraft Wing  
 P.O. Box 555811  
 Camp Pendleton, CA 92055-3811



**THURSDAY, JUNE 21, 2001**  
 JULIAN DATE: 1172  
 AIRFIELD HOURS: 0800-0000  
 HOT FUEL HOURS: 0915-2345  
 COLD FUEL HOURS: 0700-0100  
 QUIET HOURS: NONE  
 MISHAP FREE HOURS: 38.0619

**DAILY SORTIE PLAN**

	AH	UH
SUPPORT:	10	5
SYLLABUS X:	2	1
SYLLABUS SPT:	2	1
PROFICIENCY:	0	0
TOTAL:	14	7
SIM:	0	0
PROF HOURS:	24.5	14.0
A/C REQUIRED:	5	4

MONTHLY FLOWN	370.6	210.6
QUARTERLY FLOWN	1148.1	591.1
FLY DAYS LEFT:	4	4

EVENT	R/N	A/C	BRIEF	ETD	ETR	AIRCREW	MISSION	TMR	HRS	SORTIES	TRNG CODES	NOTES
7401-1	06	AH 1W 1686	0600	0800	1430	+ LTCOL ROCCO ANDERSEN	CAS FRAG39-28	4S1	3.5	S-2	324	1.2
7401-2	04	AH 1W	0600	0800	1430	MAJ BORGSCHULTE MAJ FOUST	CAS FRAG39-28	4S1	3.5	S-2	324	1.2
7402-1	57	AH 1W 1686	0800	1000	1600	+ EGGSTAFF CHES AREK	KBX AIRFIELD SIEZURE	4U9	3.5	S-2	240.250	1.3
7402-2	16	AH 1W	0800	1000	1600	MAJ STOVER ASHFORD*	KBX AIRFIELD SIEZURE	4U9.214	4.0	S-2	240.250	1.3
7403	51	UH 1N NTIS	0800	0945	1600	DANFORD IBARRA KANDIVELI	KBX AIRFIELD SIEZURE C & C	4R1	3.5	S-2	380 380 380	3
7404-1	15	AH 1W	0830	1000	1600	+ COMUNALE MAJ PORTILLO	KBX SURFACE ESCORT	4S9	3.0	S-2	324.242	1.4
7404-2	17	UH 1N	0830	1000	1600	HERMES BUTLER REALE SCHMIDT*	KBX SURFACE ESCORT	4S9	3.0	S-2	340 340 220 220*	1.4





# Custom Reports Demo





Use of SARA & USMC Reports  
is the best way to identify  
mistakes in your data and will  
improve the accuracy of your  
data over time!

[illegible][illegible]

NATOPS INSTRUMENT RATING REQUEST FORM 77102 (REV. 1-74) (NATOPS 7701-200-203)				REF: OMAWOT 3710-2 SERIES OMAWOT 3710-3 SERIES NATOPS INSTRUMENT FLIGHT MANUAL			
NAME (LAST, FIRST, INITIAL) <b>PARKER, J</b>				GRADE <b>CAPT</b>		SIN <b>216922236</b>	
DATE <b>1964-369</b>						DATE <b>06-May-2003</b>	
APPLICATION IS HEREBY MADE FOR AN INSTRUMENT CHECK RATING (CHECK ONE) <input checked="" type="checkbox"/> <b>STANDARD</b> <input type="checkbox"/> <b>SPECIAL</b>							
PREVIOUS AGENCY SUMMARY				EXPERIENCE SUMMARY			
ITEM	LAST 12 MO.	LAST 36 MO.		ITEM	PILOT 12 MO.	LAST 36 MO.	TOTAL ALL YEARS
PRECISION APPROACHES	11	12		ACTUAL	4.0	4.0	1.8
				SIMULATED	5.8	4.0	4.1
NON-PRECISION APPROACHES	8			INSTRUMENT PILOT TIME TOTAL	9.8	9.3	5.9
				TOTAL YEARS FLYING EXPERIENCE (MIL AND COMMERCIAL)	<b>5 YEARS, 5 MONTHS</b>		
TOTAL PILOT TIME <b>1022.8</b>				ISES TO BE GRANTED THE APPLICANT HAVE: <input checked="" type="checkbox"/> <b>NO</b> (NATOPS 7710-3) <input type="checkbox"/> <b>YES</b> (NATOPS 7710-3 COMPLETED) THE INSTRUMENT EXAMINATION FOR AN INSTRUMENT RATING AS REQUIRED BY THE NATOPS INSTRUMENT PILOT MANUAL			
AIRCRAFT QUALIFICATIONS				WRITTEN EXAMINATION			
CURRENT RATING <b>STANDARD</b>				1ST EXAM (GRADE)      2ND EXAM (GRADE)      3RD EXAM (GRADE)			
PILOT'S BR/THST <b>28 MAY 72</b>				SIGNATURE OF EXAMINING OFFICER      (GRADE)			
SIGNATURE OF APPLICANT				UNIT      DATE			
PART ONE (BASIC INSTRUMENTS)				PART TWO (INSTRUMENT PILOT WITH CONTROL AREAS WITH EMPHASIS ON VISUAL AREA PRACTICE)			
QUAL	UNQUAL	QUAL	UNQUAL	QUAL	UNQUAL	QUAL	UNQUAL
1. INSTRUMENT TAKEOFF (OPTIONAL)	X			1. FLIGHT PLANNING		X	
2. CLIMBING, DESCENDING AND TIMED TURNS	X			2. CLEARANCE COMPLIANCE	X		



# Current Fleet SARA Status



## Fleet SARA Status for 5.0 Fielding (Before & After)

### Legend

	Not doing/using it or didn't have/know about it
	Used as a secondary source of info
	Actively using it or primary source of info

						Latest SARA Version Given	# SARA Training	# w/ computer knowledge	Migrate to 5.0 yet?	Using scheduler daily?	Printing sked w/ SARA?	D/L NALCOMIS daily?	Using risk odel?	Database networked?	Error Log	HOTboard	Logbook Viewer	Qual/D designation Status	Proficiency Status	Hours Status
MAG	Squadron	Before/After	Date	Rank & Name	Phone	Version	Experience	Degree of Squadron's SARA Use												
	HLMA-167	Before	06-Oct-03	Capt Guin, 1stLt Norman, SSgt Gross	752-5920/5923	4.0	1	2												
		After	06-Nov-03	Capt Guin		5.0	3	2												
	VMMT-204	Before	06-Oct-03	LCpl Davidson	752-5096/5103	4.0	0	2												
		After	24-Oct-03	LCpl Davidson		5.0	1	2												
	HMM-261	Before	06-Oct-03	1stLt Woodard / Cpl Sotomayor	752-7109/7113	4.0	2	4												
		After	07-Nov-03	1stLt Woodard		5.0	2	4												



# Break for Lunch



Also make sure you  
have a CD drive for  
your laptop!

## Up next: Baselining Aircrew

- You'll need:
  - ✓ Pencil, highlighter, & correction tape
  - ✓ Straight edge/ruler
  - ✓ Calculator
  - ✓ Logbook(s) & NATOPS Jacket(s)  
For sample schedule Wednesday
  - ✓ Soft copy of:
    - ✓ Your Access schedule .mdb
    - ✓ Your SARA database
  - ✓ Hard copy of
    - ✓ Latest qual/designation matrix
    - ✓ Latest proficiency status (print blank one from ATB CD if needed)
    - ✓ Flight schedule
    - ✓ Hogboard

Map



# One-Time Setup



## SARA Install



# SARA Install



- What you need
  - Administrative Rights
  - SARA 5.0 CD from Boeing
  - SARA 5.0 Deployment CD from ATB
    - Demo CD Contents





# SARA 5.0 Install & Setup



- Backup the pre-5.0 database
- Rebuild & transfer baselines in 4.0 or prior
- \*Upgrade to Windows & Office SP3?
- \*Uninstall previous versions of SARA
- \*Disable antivirus & close programs
- \*Install SARA 5.0
- \*Update to SARA 5.0.1 & latest Custom Repc.
- \*Enable antivirus
- \*Join Access 2000 Work Group
- Copy database & flight schedule to SARA5 folder
- Open SARA & Copy/paste registration number
- Connect SARA & flight schedule to your database
- Update database with latest T&R(s) for your community



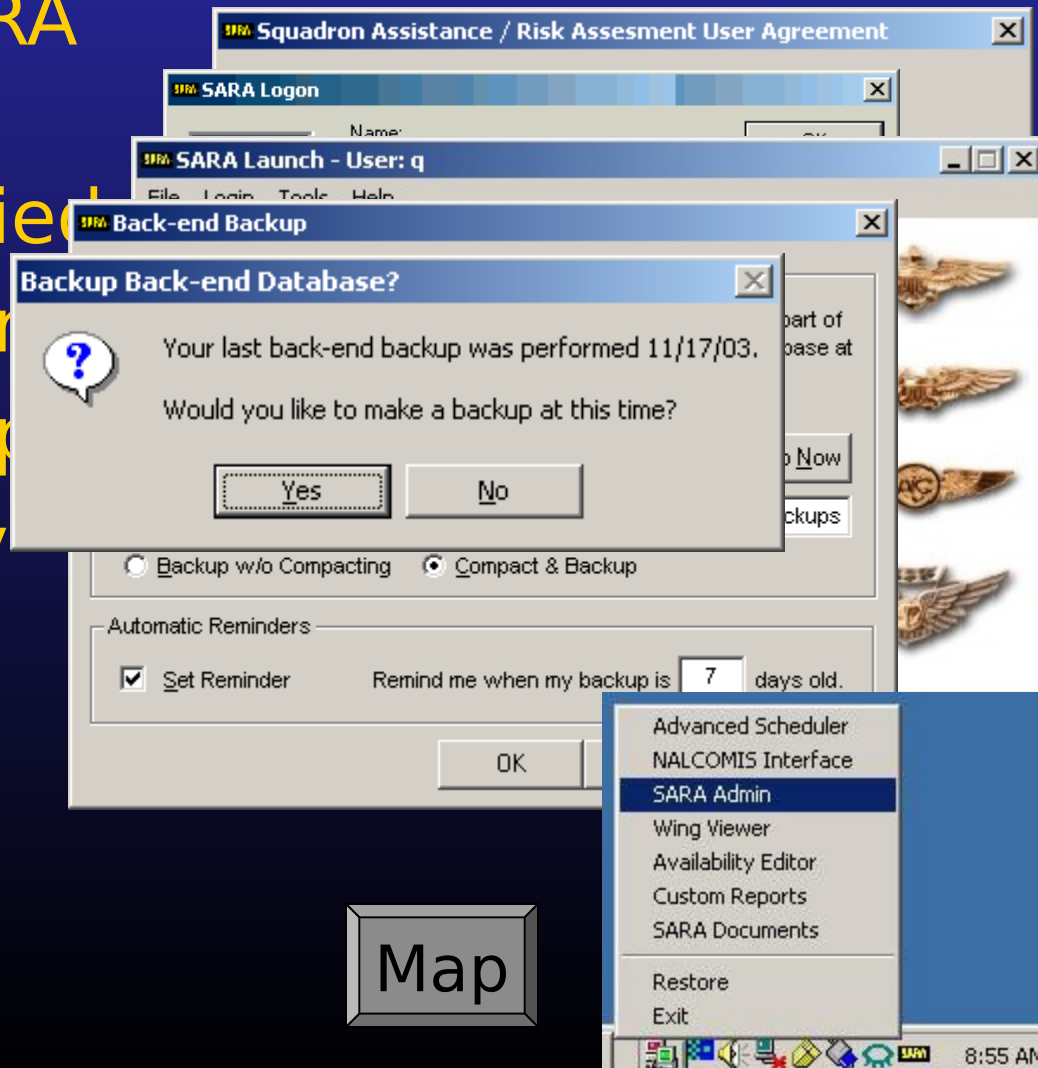
\* Requires admin rights



# SARA Launch Feature



- 1 login for all SARA apps
- Permissions applied
- Compact & repair
- Automatic backup
- Uses system tray



Map





# One-Time Setup



Data Collection/Validation



# Data Collection/Validation



- Most critical thing you'll learn this week!!
- Poor data means...
  - Custom reports are useless
  - Error Log is too big to use
  - You ain't really using 5.0
- Pay me now, or pay me later
  - We recommend you pay now
  - Some squadrons didn't
    - "Oh, my data's already good..."



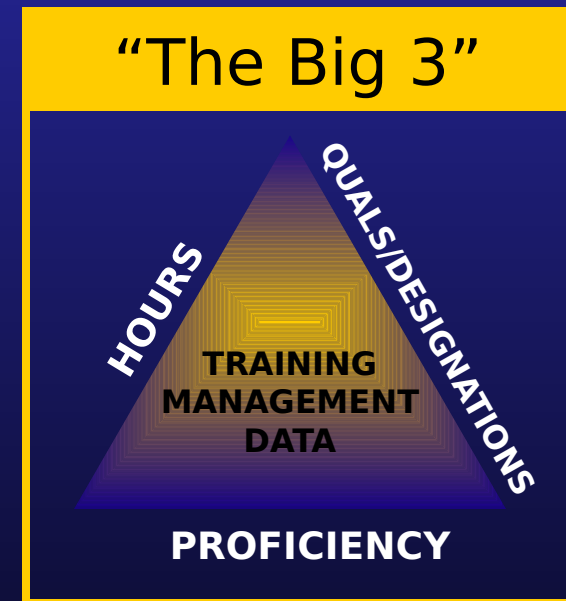
Garbage In =  
Garbage Out =  
"SARA Sucks!"



# Collect/Validate Data



- Baselining Aircrew
  - Hours
  - Proficiency
  - Quals/Designations

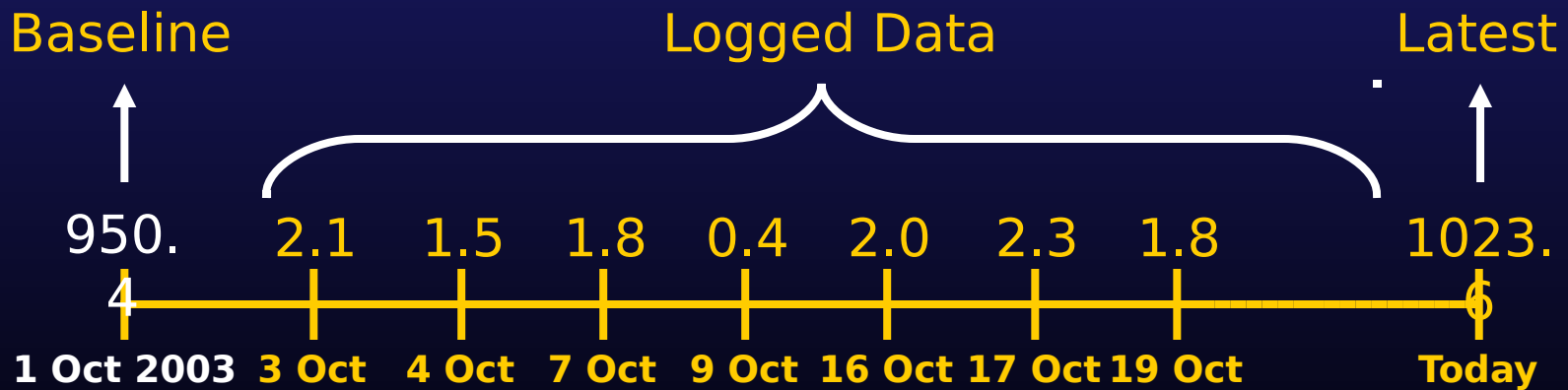




# What is a baseline?



- Similar to a starting balance for a checking account
  - As of “this” date, I have “this” much flight time





# SARA Baselines



- 3 different baselines in SARA
  - Hours (all types of flight time)
  - Proficiency
  - Quals & Designations
- The baseline date for each of these applies to everyone in the database



# Hour Baselines



Baseline Status  
(as of 1 Oct 03)

+

Logged Data

=

Latest Status  
(as of today)

Parker	Flt Time	1023.6
Riley	Flt Time	1578.1
Regan	Flt Time	2883.3
Whitlock	Flt Time	3259.0
Parker	NVG Time	102.1
Riley	NVG Time	135.6
Regan	NVG Time	20.7
Whitlock	NVG Time	392.2
Parker	Inst Time	231.7
Riley	Inst Time	429.4
Regan	Inst Time	1829.5

Manual entry  
(one time)

Riley	9 Oct 03	TPT	3.2
Riley	9 Oct 03	Inst	2.3
Whitlock	9 Oct 03	TPT	2.0
Whitlock	9 Oct 03	Inst	0.7
Whitlock	9 Oct 03	NVG	2.0
Parker	10 Oct 03	TPT	2.1
Regan	10 Oct 03	TPT	3.5
Regan	10 Oct 03	Inst	3.5
Whitlock	10 Oct 03	TPT	1.5
Riley	11 Oct 03	TPT	2.9
Riley	11 Oct 03	NVG	0.6

Automatic entry  
(everyday)

Parker	Flt Time	1132.2
Riley	Flt Time	1601.8
Regan	Flt Time	2956.2
Whitlock	Flt Time	3308.9
Parker	NVG Time	107.6
Riley	NVG Time	140.7
Regan	NVG Time	22.3
Whitlock	NVG Time	451.1
Parker	Inst Time	236.6
Riley	Inst Time	441.4
Regan	Inst Time	1843.3

Automatically  
calculated



# Proficiency Baselines



Baseline Status  
(as of 1 Oct 03)

+

Logged Data

=

Latest Status  
(as of today)

Parker	200	2 Oct 03
Riley	200	3 Oct 03
Regan	200	7 Oct 03
Whitlock	200	9 Oct 03
Parker	201	30 Sep 03
Riley	201	2 Sep 03
Regan	201	12 Sep 03
Whitlock	201	4 Aug 03
Parker	210	3 Oct 03
Riley	210	8 Jul 03
Regan	210	9 Aug 03
Whitlock	210	2 Sep 03

Manual entry  
(one time)

Riley	201	9 Oct 03
Whitlock	200	9 Oct 03
Parker	210	9 Oct 03
Riley	210	9 Oct 03
Whitlock	200	10 Oct 03
Regan	201	10 Oct 03
Regan	210	10 Oct 03
Parker	201	10 Oct 03
Whitlock	201	11 Oct 03
Riley	200	11 Oct 03
Riley	201	11 Oct 03
Parker	210	11 Oct 03

Automatic entry  
(everyday)

Parker	200	11 Oct 03
Riley	200	11 Oct 03
Regan	200	7 Oct 03
Whitlock	200	10 Oct 03
Parker	201	10 Oct 03
Riley	201	11 Oct 03
Regan	201	10 Oct 03
Whitlock	201	11 Oct 03
Parker	210	9 Oct 03
Riley	210	9 Oct 03
Regan	210	10 Oct 03
Whitlock	210	2 Sep 03

Automatically  
calculated



# 3 Different Baselines



## Baseline Hours 1 Oct 2003

Parker	Flt Time	1132.2
Riley	Flt Time	1601.8
Regan	Flt Time	2956.2
Whitlock	Flt Time	3308.9
Parker	NVG Time	107.6
Riley	NVG Time	140.7
Regan	NVG Time	22.3
Whitlock	NVG Time	451.1
Parker	Inst Time	236.6
Riley	Inst Time	441.4
Regan	Inst Time	1846.3
Whitlock	Inst Time	222.2

## Baseline Proficiency 17 Nov 2003

Parker	200	11 Oct 03
Riley	200	11 Oct 03
Regan	200	7 Oct 03
Whitlock	200	10 Oct 03
Parker	201	10 Oct 03
Riley	201	11 Oct 03
Regan	201	10 Oct 03
Whitlock	201	11 Oct 03
Parker	210	9 Oct 03
Riley	210	9 Oct 03
Regan	210	10 Oct 03
Whitlock	210	2 Sep

## Baseline Quals/Desig 25 Nov 2003

Parker	NSQ(HLL)	Qualified
Riley	DEFTAC Q	Qualified
Regan	LAT Q	Qualified
Whitlock	TERFI	Qualified
Parker	FAC(A) Q	Qualified
Riley	NSI	Qualified
Regan	LAT I	Qualified
Whitlock	ARI	Qualified
Parker	WTO	Qualified
Riley	DEFTAC I	Qualified
Regan	NSQ(HLL)	Qualified

- New in SARA 5.0: since qual status now relies on proficiency status, they both must have the same baseline date





# Qual/Proficiency Rebuild



Baseline Status  
(as of 1 Oct 03)

Parker	200	2 Oct 03
Riley	200	3 Oct 03
Regan	200	7 Oct 03
Whitlock	200	9 Oct 03
Parker	201	30 Sep 03
Riley	201	2 Sep 03
Regan	201	12 Sep 03
Whitlock	201	4 Aug 03
Parker	210	3 Oct 03
Riley	210	8 Jul 03
Regan	210	9 Aug 03
Whitlock	210	2 Sep 03

Manual entry  
(one time)

+

Logged Data

Riley	201	9 Oct 03
Whitlock	200	9 Oct 03
Parker	210	9 Oct 03
Riley	210	9 Oct 03
Whitlock	200	10 Oct 03
Regan	201	10 Oct 03
Regan	210	10 Oct 03
Parker	201	10 Oct 03
Whitlock	201	11 Oct 03
Riley	200	11 Oct 03
Riley	201	11 Oct 03
Parker	210	11 Oct 03

Automatic entry  
(everyday)

=

Latest Status  
(as of today)

Parker	200	11 Oct 03
Riley	200	11 Oct 03
Regan	200	7 Oct 03
Whitlock	200	10 Oct 03
Parker	201	10 Oct 03
Riley	201	11 Oct 03
Regan	201	10 Oct 03
Whitlock	201	11 Oct 03
Parker	210	9 Oct 03
Riley	210	9 Oct 03
Regan	210	10 Oct 03
Whitlock	210	2 Sep 03

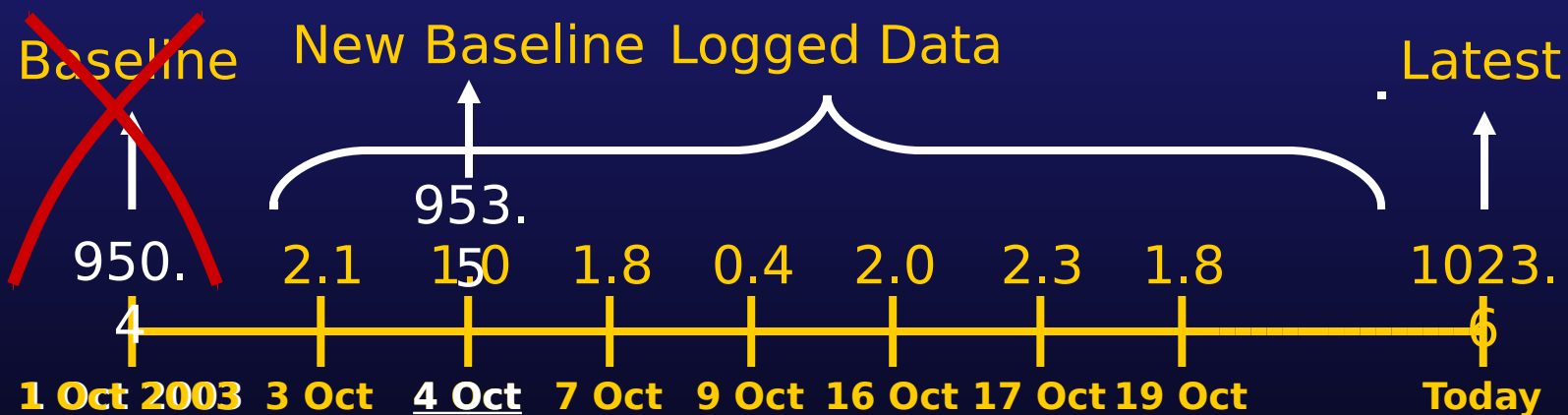
Automatically  
calculated



# SARA Baselines



- The older your baseline date is, the more logged data there is to count up
  - Rebuild takes much longer
- Baselines can be “transferred”



- Logged data must be accurate!
  - Hot Tip: Use that motivated Logbook Viewer to closeout logbooks



# Baselining Aircrew





# Baselining Hours



- Optional baseline information
  - Total hours flown *with your squadron only*
  - Total time in model for any aircraft
  - Flight time other than “required” info
- Required baseline information
  - Career total flight time
  - Career total HLL/LLL/TNVG/Act/Sim
- Selecting a baseline date

Grab your logbook & hours baseline worksheet



# Required Baseline Info



Baseline Date: 1 Sep 2003

Inst Form

Logbook

Name	Career Total Flying Time	Total HLL Time	Total LLL Time	Total NVG Time	Total Actual Inst Time	Total Sim Inst Time	Total Time In Model
Parker	910.7	51.2	42.5	93.7	44.7	173.5	



# Baselining Hours



- Trends
  - Improperly logged NVG time
- Tips
  - Leave logbook errors
  - Don't use Hogboard
  - Do share the load
- Time
  - Approx 15 minutes per crew member



DAY	MODEL	SERIAL NUMBER	KIND OF FLIGHT	TOTAL TIME	PILOT TIME	REMARKS	
1	AH-1W	116533	1A	4.0	2.0	2.0	4.0
2	AH-1W	116532	1A	2.0	1.0	1.0	2.0
3	AH-1W	116533	1A	4.0	2.0	2.0	4.0
8	AH-1W	116534	1A	4.0	2.0	2.0	4.0
9	AH-1W	116532	1A	2.2	1.1	1.1	2.2
14	AH-1W	116530	1A	2.0	1.0	1.0	2.0
15	AH-1W	116504	1A	4.0	2.4	2.4	4.0
29	AH-1W	116533	1A	4.2	2.1	2.1	4.2
31	AH-1W	116100	1A	5.0	2.5	2.5	5.0

TOTAL THIS PAGE: 32.2 16.1 16.1 32.2 16.1 16.1 32.2

BROUGHT FORWARD: 97.8 51.9 51.9 97.8 51.9 51.9 97.8

TOTAL TO DATE: 90.7 49.1 49.1 90.7 49.1 49.1 90.7

TOTALS THIS FISCAL YEAR: 90.7 49.1 49.1 90.7 49.1 49.1 90.7



# Now It's Your Turn To Collect Data



Collect the hours baseline for 3 crew members



# Baselining Aircrew







# Proficiency Status



- Most relied-upon
  - Qual/designation status
  - CRP
  - Prerequisite enforcement
  - Training plans
  - Individual/unit readiness
- Usually the most unreliable
  - Broken systems
  - Lack of understanding
    - What is a proficiency status?
  - Lot of effort required
  - Little interest
  - Lost easily, tough to rebuild
- SARA 5.0
  - Designed to solve the proficiency problem
  - Easy to maintain
  - Accuracy stays high intra-/inter-squadron and through T&R changes



# Proficiency Baseline



- Can never fully rebuild proficiency status
- Can only
  - Take what's already proficient
  - Use logbooks for 80% solution
  - Rely on the next 12 months
    - Logging & chaining
    - Use error log to plug holes
  - T&R Conversions complicate matters

Grab your proficiency status/worksheet



# Proficiency Baseline



- Start with whatever proficiency status you do have
- Select a baseline date (usually the date of your report)
- Move backwards in logbook & record any newer dates
- Highlight the dates you know are latest
- Do not apply chaining manually

**Report Date /**  
**Baseline Date** 1 Sep 2003

**Logbook**

Name	200	220	280	301	311	321	324	325
Parker	29 Aug 03	31 Aug 03	31 Aug 03	31 Aug 03	29 Aug 03	2 Aug 03	9 Aug 03	15 Aug 03



# Baselining Proficiency



- Tips
  - Do not apply chaining manually
  - Generally no need to go back more than 1 year
  - Plug remaining gaps with any delinquent date
  - Share the load
- Time
  - Approx 20 minutes per crew member



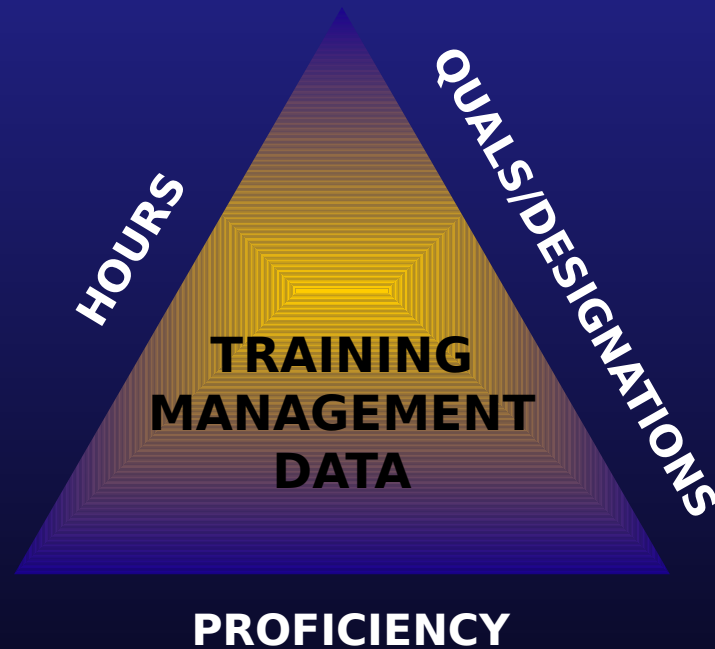
# Now It's Your Turn To Collect Data



Collect/validate the proficiency baseline  
for 2 crew members



# Baselining Aircrew





# 3 Types of “Quals”

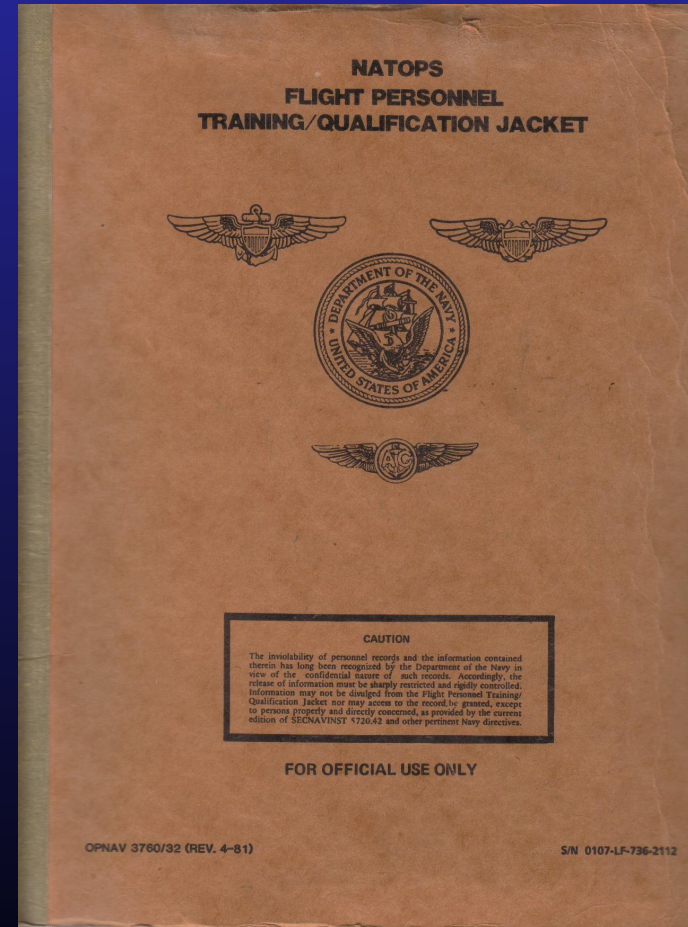


- Flight Designations
  - LAT I, NSI, SEC LDR, etc
  - Do not expire
- Flight Quals
  - LAT Q, NSQ-HI/LOW, etc
  - Uses proficiency status to determine qual status
- NATOPS 3710 Quals
  - Flt phys, NATOPS Q, CRM Q, Emergency Egress, etc
  - Uses qual date to determine qual status
  - Enforced for everyone on schedule
    - Exception: RACs don't need to be NATOPS Q



# Qual/Designation Baseline

- Start with latest qual matrix
- Baseline date is same as proficiency
- Fill in additional quals/designations as needed
  - NATOPS 3710 (don't forget qual dates for these!)
  - Helo squadrons CC & AOUI designations
- Approximately 10 minutes per crew member





#### Designation Records

1. When an individual is designated as functionally qualified in any position in an aircraft, an entry will be made and signed by the Commanding Officer. This entry will include date, type of designation, model of aircraft, and any other pertinent information. This record will be permanently retained in the Jacket. Personnel Qualification Standards (PQS) completion shall be included in this section.

A. DESIGNATIONS

B. MISSION QUALIFICATIONS

C. MISCELLANEOUS

#### NATOPS Evaluation Report

1. This section will contain all NATOPS evaluations initiated. These documents will be retained permanently in the Jacket.

A. SCHOOLS AND COURSES

B. OPERATIONAL  
PHYSIOLOGY AND  
SURVIVAL TRAINING

C. EXAMINATIONS

D. NATOPS  
EVALUATIONS

E. NATOPS  
INSTRUMENT  
RATING

NATOPS FLIGHT PERSONNEL TRAINING/QUALIFICATION JACKET  
OPNAV 3760/32F (Rev 4-90) S/N 0107-LF-009-7700

SECTION IIIB - OPERATIONAL PHYSIOLOGY & SURVIVAL TRAINING

NAME (Last, first, middle initial) PARKER RANK/RATE 21692 SSN 2236

COURSE CATEGORY	TYPE OF TRAINING											
	AVIATION PHYSIOLOGY			EMERGENCY EGRESS			WATER SURVIVAL			LAND SURVIVAL, DWEST, SERE		
NASTP (NAPTA) COURSE <u>23</u>	DATE JUN 23 '99	GRADE <u>Q</u>	UNIT <u>2</u>	DATE	GRADE	UNIT	DATE	GRADE	UNIT	DATE	GRADE	UNIT
<del>INCOMPLETE</del> NASTP (NAWSTP) COURSE <u>23</u>	SIGNATURE <u>QZ FOLGA</u>			SIGNATURE			SIGNATURE			SIGNATURE		
<del>INCOMPLETE</del> NASTP (NAWSTP) COURSE <u>23</u>	DATE JUN 24 '99	GRADE <u>Q</u>	UNIT <u>2</u>	DATE	GRADE	UNIT	DATE JUN 24 '99	GRADE <u>Q</u>	UNIT <u>2</u>	DATE	GRADE	UNIT
<del>INCOMPLETE</del>	SIGNATURE			SIGNATURE			SIGNATURE <u>QZ FOLGA</u>			SIGNATURE		
NASTP (NAWSTP) COURSE <u>N7</u>	DATE	GRADE	UNIT	DATE	GRADE	UNIT	DATE JUN 24 '99	GRADE <u>Q</u>	UNIT <u>2</u>	DATE	GRADE	UNIT
<del>INCOMPLETE</del>	SIGNATURE			SIGNATURE			SIGNATURE <u>QZ FOLGA</u>			SIGNATURE		
AA-IW EGRESS	DATE	GRADE	UNIT	DATE 16 Feb 00	GRADE <u>P</u>	UNIT <u>369</u>	DATE	GRADE	UNIT	DATE	GRADE	UNIT
AA-IW EGRESS	SIGNATURE			SIGNATURE <u>Authn Galt</u>			SIGNATURE			SIGNATURE		
	DATE	GRADE	UNIT	DATE 7 Feb 01	GRADE <u>P</u>	UNIT <u>369</u>	DATE	GRADE	UNIT	DATE	GRADE	UNIT
	SIGNATURE			SIGNATURE <u>Authn Galt</u>			SIGNATURE			SIGNATURE		
	DATE	GRADE	UNIT	DATE	GRADE	UNIT	DATE	GRADE	UNIT	DATE	GRADE	UNIT
	SIGNATURE			SIGNATURE			SIGNATURE			SIGNATURE		
	DATE	GRADE	UNIT	DATE	GRADE	UNIT	DATE	GRADE	UNIT	DATE	GRADE	UNIT
	SIGNATURE			SIGNATURE			SIGNATURE			SIGNATURE		

TRAINING ACTIVITIES		
1. Pensacola, FL	8. Barbers Point, HI	15. Brunswick, ME
2. Miramar, CA	9. Cecil Field, FL	16. FASOTRAGRUPAC
3. Norfolk, VA	10. Cherry Point, NC	17. FASOTRAGRULANT
4. Corpus Christi, TX	11. Whidbey Island, WA	18. MCAS New River, NC
5. Lemoore, CA	12. Beaufort, SC	19. Okinawa
6. El Toro, CA	13. Point Mugu, CA	20. Other (List)
7. Jacksonville, FL	14. Patuxent River, MD	21.



# NATOPS 3710 Quals



FLIGHT PHYSICAL	<b>REQUIRED FOR EVERYONE IN YOUR DATABASE</b>
ADMIN UP-CHIT	
NASTP	
EMERGENCY EGRESS	
CRM Q	
EJECTION SEAT	<b>REQUIRED FOR ALL EJECTION SEAT ACFT</b>
SAR PILOT/SWIMMER	<b>REQUIRED FOR ALL HH-1N &amp; HH-46D SAR ACFT</b>

**You will need actual qual DATES for these quals!**



# Now It's Your Turn To Collect Data



collect/validate the qual & designation baseline  
for 2 crew members





# Baselining Aircrew



- Bad news: Approximately 45 minutes per crew member



- Good news: 15 hours available this week (Wed/Thu)
  - 1 person working: 20 crew members complete by Friday
  - Share the load: ready to complete migration to 5.0 on Friday



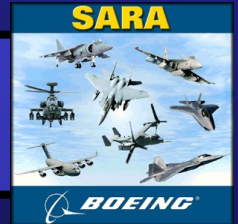
# Rest of Day 1



- Clean up installs
- Stick around now to collect more data
- Tomorrow: bring all the logbooks & NATOPS jackets you can tomorrow



# Training Day 2



Tuesday



# Interesting T&R Trivia



How many T&R codes are in your T&R?

Answer





# One-Time Setup



Download T&R(s)



# ATB SARA Website



## SARA Program Management

### AVIATION TRAINING BRANCH

[Home](#)[SARA Installation Help](#)[SARA Downloads](#)[Technical Support](#)[Boeing's SARA Website](#)

Welcome to the Marine Corps SARA website! This is where you'll find all the latest information, downloads, and support for the SARA program. Read the latest news below, or use the links above to quickly find what you need.

#### Latest updates to this site:


- 19 Nov 2003** - Made a small correction to the "Preparing for SARA 5.0" document on this home page regarding the proper selection of baseline dates.
- 18 Nov 2003** - Updated the "Preparing for SARA 5.0" document posted on this home page with several recommendations received from fleet users.
- 12 Nov 2003** - Added to downloads page the initial T&R downloads for HMM, HMH(D), HMH(E), HMLA, VMA, VMM, and MEU
  - Added to downloads page the 24 standardized decision tree flowcharts.
- 7 Nov 2003** - Added to this home page the 3 documents needed for 5.0 fleet intro

#### SARA 5.0 Fleet Introduction

##### **Preparing for SARA 5.0**


Information/Instruction Packet

The added features and new risk model in SARA 5.0 demand a very high level of accuracy in your data. ATB has developed this information/instruction packet to help squadrons and SARA users validate and, if necessary, rebuild the integrity of their SARA data so that they can start benefiting from this new upgrade as soon as they get it. Download it now and start the "10 Steps to SARA 5.0" before you receive SARA 5.0 training and software.

[Download Now](#) 

##### **Admin Manual Terminology**


This 3-page document is required reading prior to the start of SARA 5.0 training, and contains Admin Manual gouge on training management terms and procedures. All attendees should be thoroughly familiar with the concepts in this document.

[Download Now](#) 

##### **System Requirements**

For hardware and software

These system requirements are recommended by the Boeing Corporation for optimal performance with the SARA software.

[Download Now](#) 



# Downloads Section



## SARA Program Management

### AVIATION TRAINING BRANCH

[Home](#)[SARA Installation Help](#)[SARA Downloads](#)[Technical Support](#)[Boeing's SARA Website](#)[Briefs](#)[T&R Conversion Instructions](#)[T&R Downloads](#)[Decision Tree Flowcharts](#)[Custom Reports](#)

The SARA downloads page is where you'll find all the latest T&R downloads, decision tree flowcharts, and custom reports for SARA 5.0. Scroll down or use the quick links in the black bar above.

All Zip files can be opened using Winzip available from your S-6 or [www.winzip.com](http://www.winzip.com).

#### Briefs

[Back to top](#)

#### SARA 5.0 Fleet Intro Brief

This brief is intended to give SARA users an early look the new capabilities they will receive with SARA 5.0.

[Download Now](#)

#### USMC Aviation Risk Model Brief

This is a basic overview of the Marine Aviation requirements for an automated Risk Model using training management data.

[Download Now](#)

#### T&R Conversion Instructions

[Back to top](#)

#### F/A-18 and AV-8B communities, take notice!

This document shows how to implement a T&R update in SARA 4.0 or prior while maintaining the integrity of your proficiency status between old and new T&R codes. (These procedures do not apply to SARA 5.0 users.)

[Download Now](#)

#### Latest T&R Syllabus Downloads

Jump to community: [HMM](#) [HMH](#) [HMLA](#) [VMFA](#) [VMA](#) [VMGR](#) [VMAQ](#) [VMIM](#) [VMR](#) [MEU](#)

This section contains the latest SARA 5.0 T&R downloads for Marine Aviation. If you need [Previous T&R downloads](#), scroll down to the next section.

HMM CH-46

This file contains:

CH-46 Pilot Syllabus dated 1 Oct 2003



# Latest T&R Downloads



## Latest T&R Syllabus Downloads

Jump to community: [HMM](#) [HMH](#) [HMLA](#) [VMFA](#) [VMA](#) [VMGR](#) [VMAQ](#) [VMM](#) [VMR](#) [MEU](#)

This section contains the latest SARA 5.0 T&R downloads for Marine Aviation. If you need [Previous T&R downloads](#), scroll down to the next section.

### HMM CH-46

[Download Now](#)

#### This file contains:

CH-46 Pilot Syllabus dated 1 Oct 2003  
CH-46 Crew Chief Syllabus dated 11 Aug 2003  
CH-46 AO/Gunner Syllabus dated 11 Aug 2003  
Standard Terms dated 22 Oct 2003

### HMH CH-53E

[Download Now](#)

#### This file contains:

CH-53E Pilot Syllabus dated 1 Oct 2003  
CH-53E Crew Chief Syllabus dated 11 Aug 2003  
CH-53E AO/Gunner Syllabus dated 11 Aug 2003  
Standard Terms dated 22 Oct 2003

### HMH CH-53D

[Download Now](#)

#### This file contains:

CH-53D Pilot Syllabus dated 11 Aug 2003  
CH-53D Crew Chief Syllabus dated 11 Aug 2003  
CH-53D AO/Gunner Syllabus dated 11 Aug 2003  
Standard Terms dated 22 Oct 2003

### HMLA AH-1W, UH-1N

[Download Now](#)

#### This file contains:

AH-1W Pilot Syllabus dated 11 Aug 2003  
UH-1N Pilot Syllabus dated 11 Aug 2003  
UH-1N Crew Chief Syllabus dated 11 Aug 2003  
UH-1N AO/Gunner Syllabus dated 11 Aug 2003  
Standard Terms dated 22 Oct 2003

### VMFA F/A-18A, F/A-18C

File not yet available

#### This file contains:

F/A-18A/C Pilot Syllabus dated dd mmm 2003  
Standard Terms dated dd mmm 2003

### VMFA F/A-18D

#### This file contains:

F/A-18D Pilot Syllabus dated dd mmm 2003



Compare these dates to the dates of your loaded syllabi to see if you are up to date

# T&R Syllabus Resource Identification

Seq	Syllabus ID	Syllabus Name	Syllabus Date	Inst Eval	Eject Seat	SAR	Remark
1	CH53E AO/G	CH-53E Observer/Gunner	10 Apr 2003	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	T&R Manual; MCO P3500.51
2	CH53E CC	CH-53E Crew Chief	10 Apr 2003	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	T&R Manual; MCO P3500.51
3	CH53E P	CH-53E Pilot	10 Apr 2003	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	T&R Manual; MCO P3500.51

Record: 1 of 3

[Previous Menu](#)





# Custom Reports Updates



- Check your version number



Map



# One-Time Setup



Standardize Your Data



# Automated T&R Syllabus Wizard

- 2 Steps in 1
  - Imports entire T&R
  - Standardizes your data at the same time
- Map your existing (nonstandard) terms to the new USMC standard
  - “AV-8 Pilot” → “AV8B P”
  - “LAT” → “LAT Q”
- If you don’t use an item, delete it





# Mapping Screen



- 2 Options: Map it or Delete it

**Automated T&R Syllabus Wizard**

### Hour Type Mapping

Unit Hour Type Codes have been standardized and your SARA application contains one or more Hour Types that are not on the standardized list.

This condition must be corrected.

Choose a valid Hour Type for each of the invalid codes.

	Delete	Old Hour Type	New Hour Type
▶	<input checked="" type="checkbox"/>	FFCT (FISCAL FCF TIME)	
	<input checked="" type="checkbox"/>	FFT (FISCAL YEAR FLIGHT TIME)	
	<input checked="" type="checkbox"/>	FIT (FISCAL INSTRUMENT TIME)	
	<input checked="" type="checkbox"/>	FNT (FISCAL NIGHT TIME)	
	<input type="checkbox"/>	NVGT (Total NVG Hours)	TNVG - Total NVG Time

Cancel Back **Next** Finish

- Exception: Quals & Designations



# Standardize Your Data



- Copy your T&R download from ATB CD
  - Put in SARA 5 folder
  - Clear the read only attribute
- Open the T&R Syllabus Wizard
- Go slow
  - Read everything on the screen
  - Double check your work
  - Note that some steps might be skipped
  - Don't hit Next until we tell you to



# Mapping Guidance



- Syllabi
  - Delete all nonstandard items you don't intend to use.
  - If you map a syllabus you won't standardize, you'll get an annoying message every time you start SARA.



# Mapping Guidance



- **Quals/Designations**
  - Map all NE/NI/ANIs to Asst NATOPS I
  - HMLA: Map all UH/AH DM & DACT quals to DACM



**If you have questions,  
please ask before proceeding!**

***Do not hit Finish until we check your work***



# By The Way...



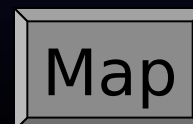
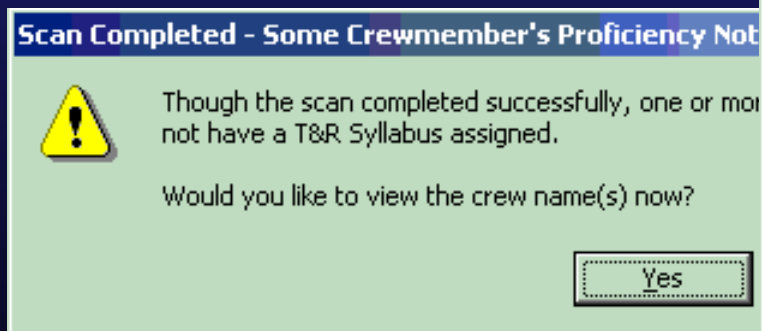
Keep a checklist of things to do!!



# Standardize Your Data



- Automatic Data Rebuild
  - Recalculates qual & proficiency status based on new info
  - No Syllabi Assigned

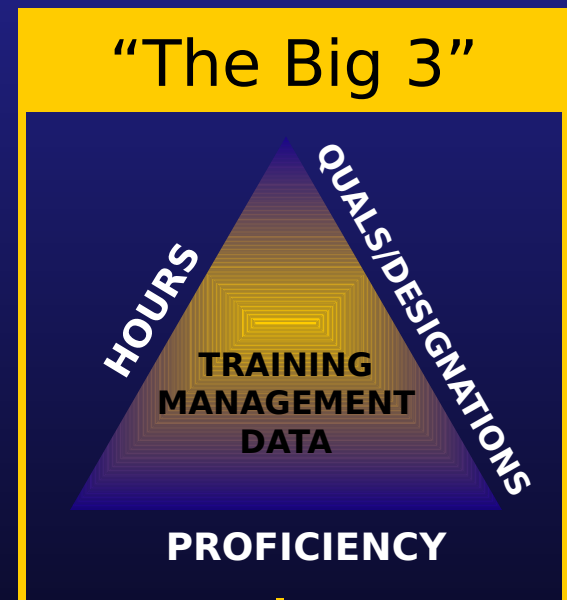




# Prac Ap



- Continue collecting/validating baselines
  - Hours
  - Proficiency
  - Quals/Designations
- While you're working
  - We'll clean up installs & get your schedules
- Later today: data entry for sample schedule tomorrow





# Add-A-Crew Wizard



- Walks through all steps required to add new-join

**Crew Wizard**

This wizard will guide you through the adding of crewmembers data to SARA. These screens represent the minimum crew data needed for SARA to track the crewmember's hours, training code proficiency, and qualifications.

**Crewmember Data**

Crew ID	Last Name	First Name	Rank	Student Only	Sex
000119999	PULLER	CHESTY	COL	<input type="checkbox"/>	M

Organization	Crew Position	T&R Syllabus	Program Of Instruction	Replacement Aircrew (RAC)
HMH-444	PILOT	CH53E P	NORMAL	<input type="checkbox"/>

Select the crewmember's T&R Syllabus from the drop-down menu. If the student box is selected you cannot enter a T&R Syllabus.

Enter all qualifications a crewmember has completed.

**Qualifications**

Select Syllabus: CH53E P    Get Qualifications

Seq	Qualification	Qual Syllabus	Qual Date	Qual Status	Remark
0	FLIGHT PHYSICAL	All		Qualified	
0	IIIST O	CH53E P	16 May 2003	Qualified	
0	IIASTP	All		Qualified	

Double click in field to open popup calendar. Accept today's date or enter another date.

Record: 4 of 38

Cancel   <Back   Next>   Finish

- ✓ Admin Info
- ✓ Flight Time
- ✓ Proficiency
- ✓ Qualifications
- ✓ Designations
- ✓ CRP

- Can schedule and apply Risk Model immediately





# Prac Ap



- Begin Entering Baselines for Sample Sked
  - Hours
  - Proficiency
  - Quals/Designations





# For the Rest of Day 2



- Use as much time as you can to collect more data
- Collect 100% then start entering
  - For all 3 baselines: hours, proficiency, quals



# Training Day 3



Wednesday



# Tour of SARA Admin



- Adding/Deleting Records
- Exiting “Edit Mode”
- Selecting Dates
- Maintain Lists
  - Ranks
- Names all caps?
- Checking syllabus dates
  - Standard Terms Date
- Add-A-Crew Wizard
  - Blank Db: admin info only
- Logged Data
  - Own check box
  - Logging > 3 T&R codes

Review Baselines



# Location Setup



- Lat/Long

Location	Latitude	Longitude
MCAS Iwakuni Japan	34 05 N	132 08 E
MCAS Futenma Japan	26 16 N	127 46 E
MCBH Kaneohe HI	21 27 N	157 46 W
MCAS Cherry Point NC	34 54 N	76 52 W
MCAS New River NC	34 43 N	77 26 W
MCAS Beaufort SC	32 28 N	80 43 W
MCAS Yuma AZ	32 39 N	114 36 W
MCAS Miramar CA	32 52 N	117 09 W
MCAS Camp Pendleton CA	33 18 N	117 21 W
NAS Ft. Worth TX	32 46 N	97 26 W

Location	Latitude	Longitude
NAS New Orleans LA	29 49 N	90 02 W
NAS Atlanta GA	33 54 N	84 30 W
NAVSTA Norfolk VA	36 56 N	76 17 W
AFB Edwards CA	34 54 N	117 53 W
Airport Johnstown-Cambria PA	40 18 N	78 50 W
NAS Willow Grove PA	40 11 N	75 08 W
NAF Washington MD	38 48 N	76 52 W
ANCB Stewart NY	41 30 N	74 06 W
AFB Andrews MD	38 48 N	76 52 W
MCAF Quantico VA	38 50 N	77 30 W

• Enter your lat/long in SARA 5.0  
 SARA Admin > Utility > System Defaults > Location Data



# Location Setup



- Time Zones

	Standard Time	DST*
East Coast	R (-5)	Q (-4)
West Coast	U (-8)	T (-7)
Yuma	T (-7)	Not Observed
Hawaii	W (-10)	Not Observed
Japan	I (+9)	Not Observed

**\*Daylight Savings starts the first Sunday of April  
and ends the last Sunday of October**

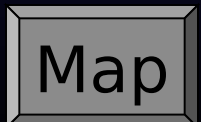
- Enter your time zone in SARA 5.0
  - SARA Admin > Utility > System Defaults > Location Data



# Location Setup

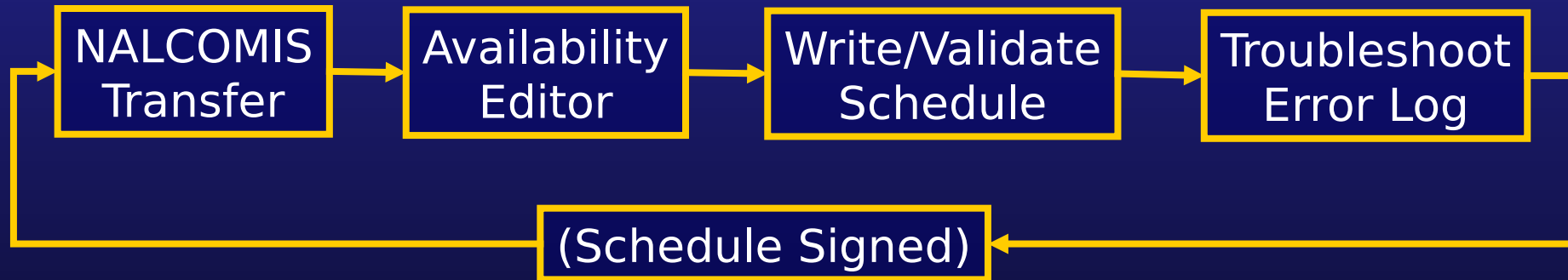


- Now set your Default Location ID for Scheduling
  - Previous Menu
- If you're on the boat, repeat daily/weekly





# A day in the life of SARA







# NALCOMIS Interface



- Who's responsible for the daily logging?
  - Maint Admin or Ops?
- If you need to edit previously logged data, where should you do it?
  - SARA or NALCOMIS?
- What happens if you skip a day?
  - What about correction/deletion records?



# Advanced Scheduler

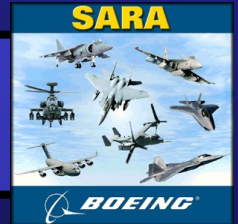


- Templates
- Don't open 4.0 skeds
- Location Setup
- Span Types
- Crew Timeline
  - Span Start & End
- Saving Grid Changes
- Error Log more accurate than red cell highlighting
- Initial “screwiness”
- Add'l SL/DL/FL Checks
- Sizing columns
- Enter moves down
- Status Displays
  - Setting the threshold
  - Show/hide quals
  - T&R Code sequencing
- Recalculating SLAP

“Error Log” may not be the best name for it!! 182



# Class Review



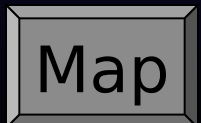
**Go**



# End of Day 3



- Bring in logbooks and/or NATOPS jackets you'll need to continue gathering data
- Bring in NALCOMIS data files & list of BUNOs & side numbers





# Training Day 4



Thursday



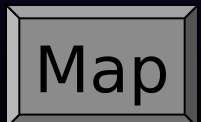
# Clean-Up Your Setup



- Lat/Long & TZ
- 2 baseline dates set
- CRP Baselines
  - Prerequisite for 46 Pilot's 210's is a 141 (0.5% CRP)
- Crewmember POIs
- NALCOMIS interface
  - SSNs
  - BUNOs & side numbers
  - Location ICAOs



- Sequencing of
  - Syllabi
  - T&R Codes
  - Ranks





# Clean Up Your Data





# Add-A-Crew Wizard



- Walks through all steps required to add new-join

- ✓ Admin Info
- ✓ Flight Time
- ✓ Proficiency
- ✓ Qualifications
- ✓ Designations
- ✓ CRP

**Crew Wizard**

This wizard will guide you through the adding of crewmembers data to SARA. These screens represent the minimum crew data needed for SARA to track the crewmember's hours, training code proficiency, and qualifications.

**Crewmember Data**

Crew ID	Last Name	First Name	Rank	Student Only	Sex
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Organization	Crew Position	T&R Syllabus	Program Of Instruction	Replacement Aircrew (RAC)
HMH-444	PILOT	CH53E P	NORMAL	<input type="checkbox"/>

Select the crewmember's T&R Syllabus from the drop-down menu. If the student box is selected you cannot enter a T&R Syllabus.

Enter all qualifications a crewmember has completed.

**Qualifications**

Select Syllabus: CH53E P    Get Qualifications

Seq	Qualification	Qual Syllabus	Qual Date	Qual Status	Remark
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0	IIIST O	CH53E P	16 May 2003	Qualified	
0	IIASTP	All		Qualified	

Double click in field to open popup calendar. Accept today's date or enter another date.

Record: 4 of 38

Cancel   <Back   Next>   Finish

- Can schedule and apply Risk Model immediately

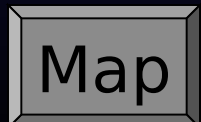




# Prac Ap

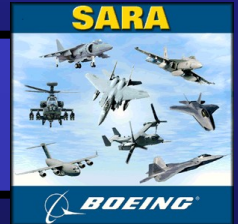


- Begin/Finish Collecting/Entering Baselines
  - Hours
  - Proficiency
  - Quals/Designations





# Training Day 5



Friday



# Custom Decision Trees



MAG/Squadron Requirements



# Going on Deployment



- Departing
  - Copy SARA database to det computer
  - Set the “Operating as Detachment?” Box
  - Change default location
    - for scheduling
  - Log flights normally w/ NALCOMIS Interface
- Returning
  - Export crewmembers to transfer file
  - Import back into “home” database





# Crew Transfer Demo



- Simulate MEU Assembly
- Baseline Transfers
- Syllabus Date Mismatches

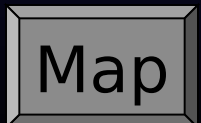




# Aircrew Check Out



- Export their data & give to them on disk
- Keep in database but clear the Active? check box

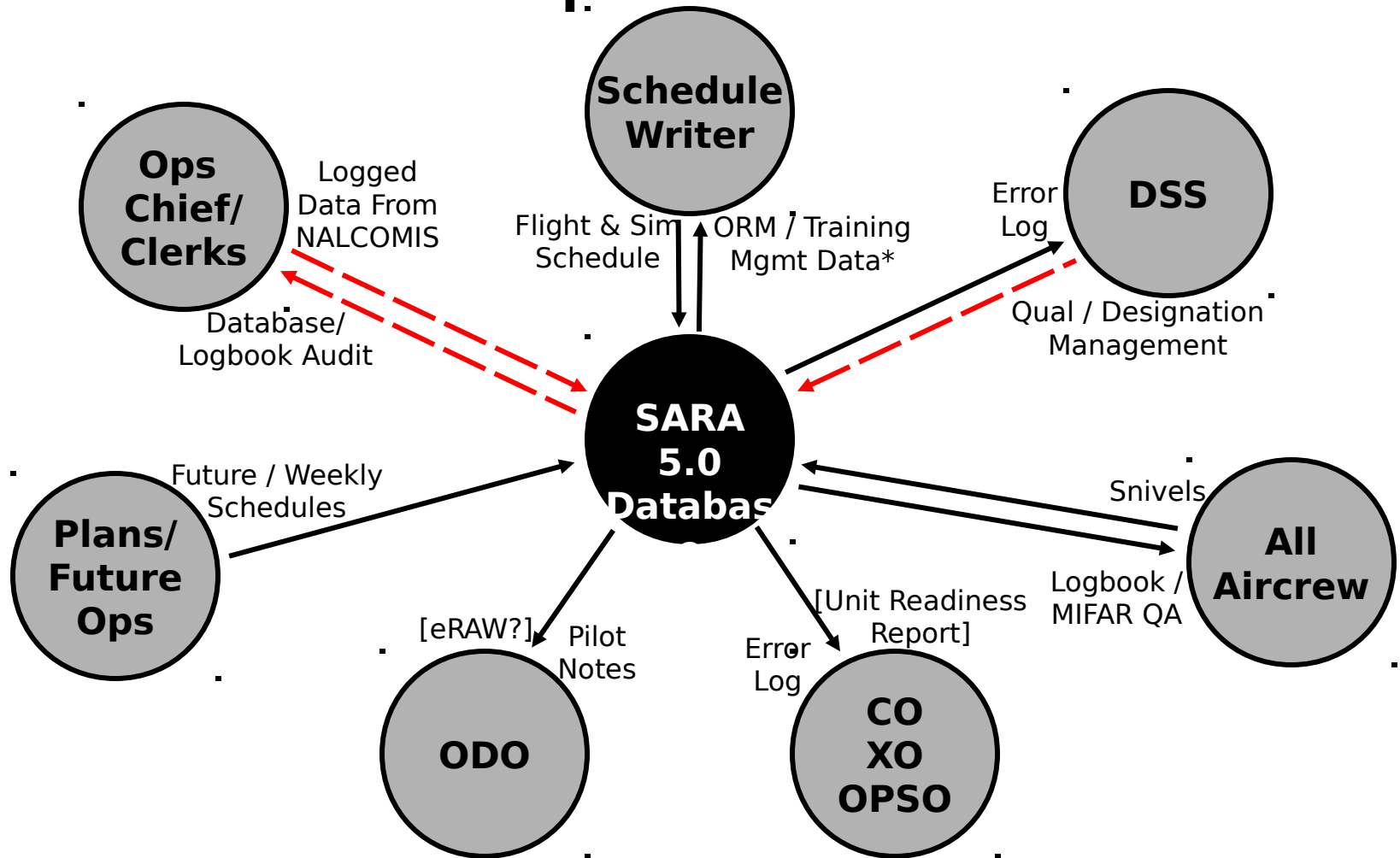




# Networking Your Db



# Optimal SARA Setup in Squadron



\*ORM / Training Mgmt Data = Error Log + Qual Status + Proficiency Status + HOTboard

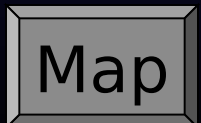




# Networking Your Db



- Put Db on schedule writer's computer
- Share the SARA folder
- Connect other computers thru network
- Ensure all SARA installs are version 5.0.1





# SARA Gouge



- Must give CCs & AOs the AOUI designation
- False flags for initial X's for helo AOs, EA6B P's
- Logging codes in a non-default syllabus
- Simulators
  - Enforces quals required, but not proficiency or decision trees
  - Fictional contract sim instructor
- Denoting initial X on the schedule
  - Don't type "311X" in the T&R code block
- Displaying FCFs on sched, code "000"



# SARA Gouge



- Potential false flags for prerequisites
  - “Proficient” vs. “Complete”
- Stage names have suffix numbers
- FW squadrons & the Flt Ldr Designation
- KC-130 & others w/ duplicate T&R codes



# SARA Gouge



- Manually logged items
  - R/S ECMO time, F/S Pilot time
  - D/N catapults, no-flap no-slat & practice single-engine approaches
- Waived & deferred events
- No TNVG time logged in 4.0→HOTboard



# Not All Errors are Errors



- Prerequisites
- Chained Proficiency
- Initial X's for Helo AO/Gs & EA-6B Pilots
- FW flights of 5 or more require Flt Ldr





# SARA EPs



- Qual/Proficiency Status in Question
  - Rebuild qual/proficiency data
- Adv Sched Status Displays in Question
  - Close & reopen Adv Sched
  - Change reference date



# TMR code message



- DTG 30 2000Z OCT 2003 CMC WASHINGTON DCA
- Training
  - 1A1-1A9
- Support
  - 2K\_, 2J\_, 2Q\_, 2L\_, 2N\_, 2O\_, etc.
- Operational
  - 2M\_, 2P\_, 2Q\_, 2R\_, etc.
- Specifies different codes for assault support & TACAIR



# FRS-Specific Issues



- Refreshers **MUST** start with a good proficiency baseline—even if it's all delinquent
- CRP Baselines
  - 25% for RACs
- RW Night tree will require an NSI for night-optional events vice NSFI





# New T&R Pgm Manual



**704. Automated Training Management. The use of automated training management systems greatly enhances the accuracy and relevance of training management information, which makes training management and operational risk management more effective at the unit level.**



# New T&R Pgm Manual



1. Aviation Units. The authorized training management software for flying units is version 5.X of SARA (Squadron Assistance / Risk Assessment). Previous versions of SARA are not authorized, since only version 5.X provides standardization, proper execution of training management tasks, proper enforcement of most rules governing Marine Aviation, and automated reports.



# New T&R Pgm Manual



- a. Degree of Usage. Tactical aviation flight units and detachments shall use SARA 5.0 as their primary method of performing the following functions:



# New T&R Pgm Manual



- (1). Daily logging of NAVFLIR information using the NALCOMIS Interface (compatible with both legacy and optimized NALCOMIS).  
When aircrew fly with another squadron, manual logging will be necessary.



# New T&R Pgm Manual



(2). Writing, validating, and printing a flight schedule, including simulator events and duties. Squadron personnel authorized to approve the daily flight schedule should review the SARA-produced Error Log prior to granting approval. Any SARA-produced Tell Pilot messages should be supplied to the ODO and incorporated into aircrew briefs as appropriate.



# New T&R Pgm Manual



(3). Maintaining individual proficiency, CRP, qualifications, designations, and hour/flight time information for all crewmembers in the unit.



# New T&R Pgm Manual



(4). Producing reports that track individual aircrew proficiency, CRP, qualifications, designations, and hour/flight time information.

...Plus more on

- Monthly audits with Logbook Viewer
- Making edits in NALCOMIS not SARA
- Backing weekly to a separate locn
- Transferring aircrew electronically



# Tech Support Options



- SARA Documents Folder
- User networking
- Boeing's SARA Help Desk
  - Toll Free 877.671.7272
  - [sara.support@boeing.com](mailto:sara.support@boeing.com)
- Capt Parker (for now)
  - [james.parker@usmc.mil](mailto:james.parker@usmc.mil)
  - DSN 378-0159

## Websites

- Boeing
  - <https://accessto.boeing.com>
  - Requires CITIS account
- ATB
  - [www.tecom.usmc.mil/atb/sara](http://www.tecom.usmc.mil/atb/sara)





If you notice any errors,



We can't fix it if we don't  
know about it!!

Map

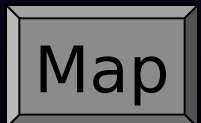


# Course Critique



- Our goal this week...

**To impart to you the tools  
and skills necessary to  
conduct effective training  
management in your  
squadron.**

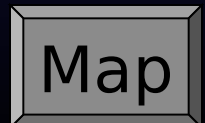




# Open Flight Schedules



- Custom Report Conversion Tool
  - Convert to SARA 5.0 & connect to your Db
- Edit Custom Reports Menu
- Open schedule & ensure it works
  - SLAP data shows, risk stuff doesn't
  - Flight Role → Qual Code
  - Denoting initial X on schedule
  - Put duties in Advanced Scheduler
  - Stage suffix numbers
- Snapshot Viewer & electronic dist.





# Flight Schedules



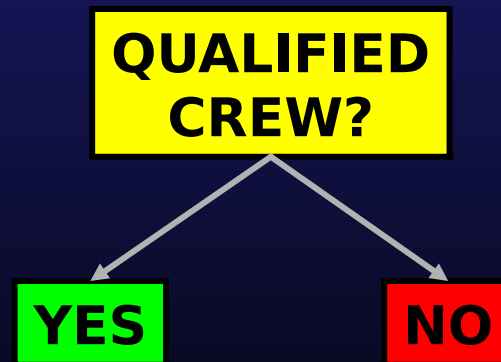
If you're happy with it, you're free to go.



# Risk Model: ATB's Job



- Capture all requirements from pubs
- Put in objective, Yes/No format
- Arrange requirements in flowchart



- False Flag Minimization

# EA-6B NIGHT DECISION TREE

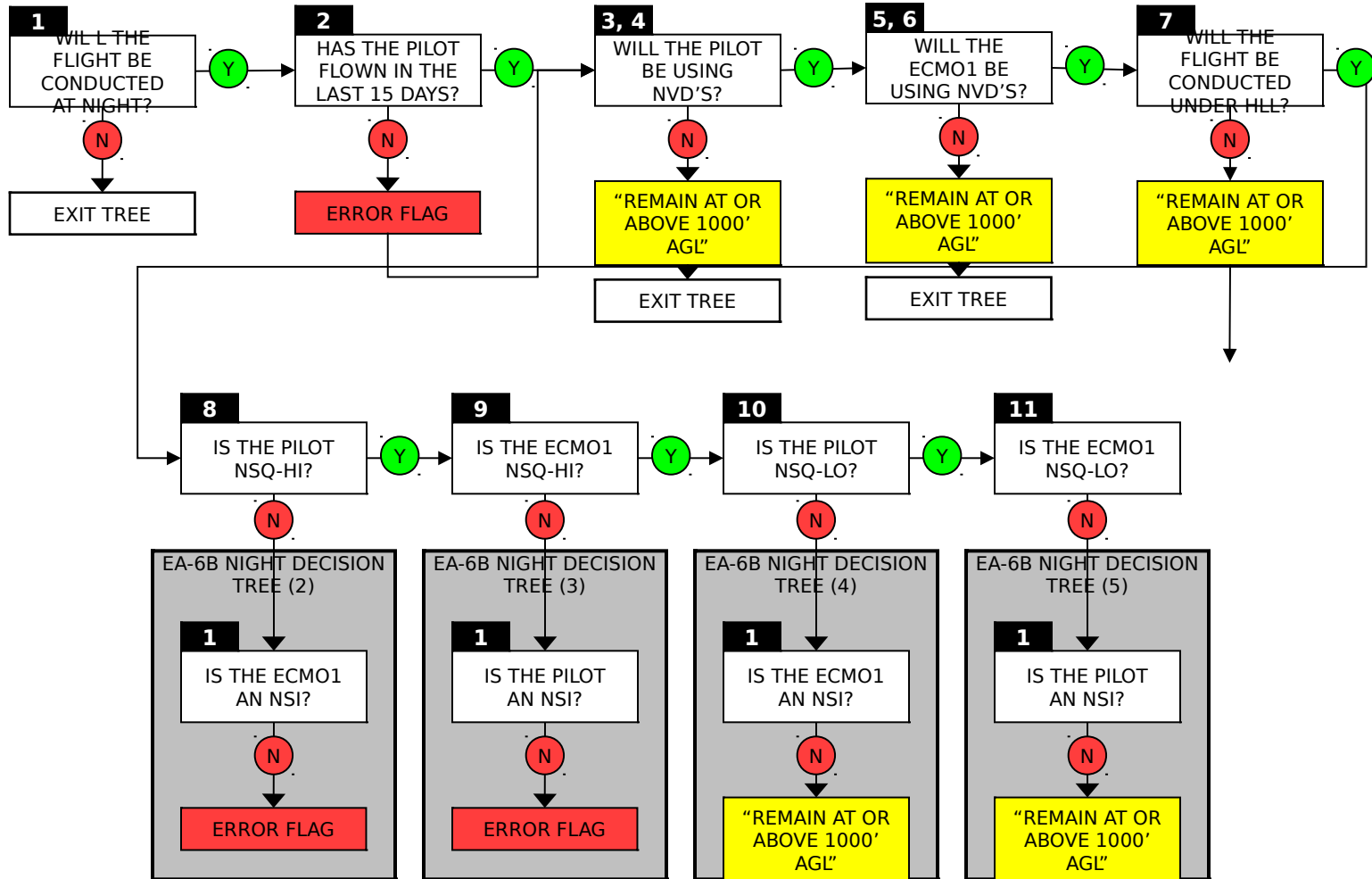
Steps 1-2: No pilot shall sign for an aircraft for a night flight without having flown that model aircraft within the previous 15 days. (Admin Manual p. 5-10)

Steps 3-6: FW night flights are limited to 1,000 feet AGL minimum when operating without NVGs. (Admin Manual p. 5-14)

Step 7: FW NS flights are limited to 1,000 feet AGL minimum when operating in LLL conditions. (Admin Manual p. 5-14)

Steps 8-9: At or above 1,000 feet AGL, pilots who are not NSQ/NSQ HI may operate in LLL conditions when an NSI is in the flight. (Admin Manual p. 5-14)

Steps 10-11: Below 1,000 feet AGL, NAs/NFOs who are not NSQ/NSQ Low require an NSI flight lead. (Admin Manual p. 5-14)



## LEGEND:

**ERROR FLAG**

SARA will notify the schedule writer that the discrepancy exists via the flight schedule's error log.

**"PILOT MESSAGE"**

Future capability not fielded with SARA 5.0. Intent is for SARA to provide these additional ORM considerations to the crew at brief time.



# Squadron Responsibilities



## One-Time Setup

- Install SARA 5.0
  - Download T&R(s) & standard terms
- Gather data
  - Logbooks
  - Quals & Designations
  - Proficiency status
- Use Add-A-Crew Wizard (?)



# Squadron Responsibilities



## Routine Maintenance

- Daily
  - Transfer data from NALCOMIS
  - Scan logged data
- Weekly (or as needed)
  - Update Quals/Designations
- Monthly
  - Audit logged data w/ Logbook Viewer



Garbage In =  
Garbage Out =  
"SARA Sucks!"





# Brief Prep



- Change the MAG & dates
  - Title slides
  - Custom Decision Tree slide
- Change highlighting on the lat/long & TZ slide
- Check links to external files
  - Fleet SARA Status
  - Number of T&R codes per syllabus
  - Jeopardy